

COBA LEADERSHIP TEAM MEETING MINUTES

Friday, May 11, 2012

Present: Roger Abshire, Leroy Ashorn, Ed Blackburne, Gloria Buchanan, Kurt Jesswein, Mitchell Muehsam and Valerie Muehsam.

1. Approval of Minutes from April 13, 2012. The minutes were modified and approved.
2. CAD Items.
 - a. Dean Searches. A new dean has been selected for the College of Sciences. Dr. Mary Robbins will continue to serve as interim dean for one year.
 - b. Policy Changes. The Faculty Development Leave policy is being rewritten. It was suggested to let the dean of each college decide who should receive a faculty development leave. There is a new policy on patents and copyrights.
 - c. Master Plan Update. The Nursing and Agriculture programs are top priorities.
 - d. Merit. If increases in tuition are approved at the Board Meeting, the President's highest priority is faculty and staff merit.
3. Research Park. A new director will be hired for Research Park. Jerry Cook will be chairing that search committee. SBDC will relocate there and a version of the Sower Technology Lab will be there too. CMIT/LEMIT will also relocate to Research Park.
4. Distance Learning Course Evaluations. Dean Muehsam will be meeting with Bill Angrove next week in regards to online course evaluations.
5. COBA Retreat Items.
 - a. FES. Should scores for online classes be treated differently than those from face-to-face classes?
 - b. DLF Funds. The Dean asked the chairs to think of ways to best utilize DLF funds.
6. Miscellaneous Items.
 - a. HEAF funds. There is approximately \$35,000 left in HEAF funds. Accounting requested funds for a new copier.
 - b. Enrollment Management requested each of the colleges provide brochures for the 4,500 prospective students that will be attending 26 camps this summer. COBA will work on a one page information sheet about the BBA from SHSU.
 - c. Smith-Hutson students. Forty-five students were interviewed for Smith-Hutson scholarship program and thirty-two students received scholarships.
 - d. Grade Entry. There is no option for an incomplete for graduate courses. Please send Dr. Valerie Muehsam an email and she will let the Registrar's office know.