

COBA LEADERSHIP TEAM MINUTES

Friday, January 10, 2014

Present: Doug Berg, Gloria Buchanan, Kurt Jesswein, Gerald Kohers, Juliana Lilly, Philip Morris, Mitchell Muehsam and Valerie Muehsam.

1. Approval of Minutes from December 13, 2013. The minutes were modified and approved.
2. Planned Expenditures.
 - a. HEAF. Both Management and Marketing and Economics and International Business have requested copiers for their departments. Approximately \$57,000 has been set aside for renovations to Room 309 for faculty offices.
 - b. Salary Savings. There is approximately \$655,000 in salary savings. The Dean asked the Leadership Team if they had any requests for one-time expenditures. So far, requests have been made for chairs and tables for classroom renovations, a 3D printer for the Center of Innovation and Technology, and training equipment for the PGA/PGM program.
3. President's Cabinet & CAD Items.
 - a. Tuition simplification. Paige Smith gave a presentation on tuition simplification to a joint meeting of the President's Cabinet and CAD. The president asked CAD to let her know, by January 25, 2014, the pros and cons about tuition simplification. There is a possibility that the TWC fee and Distance Learning fee may be eliminated as stand-alone fees and incorporated in a broader fee.
 - b. Budget timeline. The dean distributed the budget timeline from the budget office. The dean asked the chairs to let the dean's office know of any fixed cost increases. He also asked the chairs to let him know of any technology requests by the first week in February. Dr. Kohers asked about desktops for faculty that teach online. The dean will ask Mark Adams when they meet in mid-February.
4. Miscellaneous.
 - a. The Leadership Team created a committee on Excel skills. Faculty nominated for the committee include Cassy Henderson, Kevin Henning, Janis Warner, Jason Riley, Mary Funck and Gurinderjit Mehta. The dean will create a charge for the committee.
 - b. The memo in regards to tenure and promotion procedures will be distributed next week. The chair of the tenure unit will call the meeting to order, make opening comments and respond to questions and concerns of the tenured faculty regarding policies and procedures. Then the chair of the tenure unit will turn the meeting over to the Chair of the DPTAC committee to conduct the tenure evaluation.
 - c. There are still questions about the business core that need to be resolved.