

COBA LEADERSHIP TEAM MEETING MINUTES

Friday, January 11, 2013

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

Guest: Michael Lacourse

1. Michael Lacourse (Dean, College of Allied Health). Dr. Lacourse, the new dean of the College of Allied Health, met with the leadership team. He discussed the enormous investment that is currently being made in healthcare and the increasing demand for healthcare positions. In the near future, he would like to create non-clinical tracks in existing programs. Currently, Dr. Lacourse is the primary investigator for a proposed healthcare grant and would like faculty to contact him if they would be interested in working on the grant.
2. Approval of Minutes from December 14, 2012. The minutes were modified and approved.
3. FES material submission for 2012. The dean asked the chairs to remind their faculty to submit their FES material by the end of the month. The IDEA scores should be available next week. The dean also asked the chairs to remind their faculty to keep their information in SEDONA up-to-date. The dean will also remind the faculty about FES material submission at the Spring Kick-off Luncheon on Tuesday.
4. COBA Strategic Plan & Initiatives. The dean has forwarded strategic planning templates to the chairs. The dean asked the chairs to have a draft of their strategic plan and initiatives at the next leadership team meeting and to be ready to discuss them. The college will resubmit the four initiatives that were not funded last year. The COBA Strategic Plan & Initiatives are due to the Provost's Office by the end of the month.
5. Program Review Update. A college decision in regards to the business foundation is due to the faculty on March 15th.
6. CAD Items. The university has modified the travel policy to include a link to the state travel rates to eliminate the need to change the policy each time there is a change in those rates. The CAD discussed the issue of whether book orders are being placed on time by the departments. The Provost asked the deans to emphasize to the departments the importance of timely book requests. Tuition Revenue bonds are being requested for a new agriculture building (as a match for donated funds) and a new nursing building. Most of the increased revenue from increased enrollment was used to pay for mandated tuition waivers (Hazelwood, etc.).
7. COBA Newsletter. The college is going to start producing the COBA newsletter again.
8. Miscellaneous.
 - a. HEAF funds. There is about \$82,000 available in HEAF funds. The dean asked the leadership team to think about college/department needs for projects that would be funded by HEAF funds.

- b. Distance Learning Funds. There are still distance learning funds that have not been budgeted for this year. The dean asked the leadership team to think about uses for those funds.
- c. OATDB. Dr. Berg reminded the chairs to update their 2011-12 information in OATDB as soon as possible.
- d. COBA Website. Julie is working on the COBA website.