

COBA LEADERSHIP TEAM MINUTES

February 27, 2015

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

1. Approval of Minutes from February 13, 2015. The minutes were modified and approved.
2. MBA Update. Effective Fall 2015, all stem work will be at the 5300 level. Undergraduate courses will not be allowed to be taken for graduate credit toward the MBA. There will only be concentrations in Economics, Finance and Management. There are not many MBA courses offered on campus and there is a low number of international students in the MBA program. The Dean asked the leadership team if they should request graduate assistants in the next budget process to promote growth in the on-campus program.
3. AACSB. The Dean discussed his site visit to The Citadel. The Dean asked the chairs to encourage faculty to be open to appropriate guest lecturers. The Dean also asked the chairs about what assessment driven changes have been made in the last five years.
4. Faculty accomplishments/FES submissions. The Dean will look at them and decide what to do with them.
5. CAD Items.
 - a. Budget. The University is currently in the middle of the budget process. The Dean will present the College's requests for new initiatives next week. The Dean also asked the chairs to think about one time expenditures from salary savings.
 - b. IDEA Instructions to the Faculty. Concerns were raised that the stated guidelines with respect to the administration of IDEA forms to the students were not being followed.
 - c. PACE Center. They are looking for an interim director or co-director for the PACE center. The dean asked the chairs if they had any faculty members interested.
 - d. AAC. The University Curriculum Committee approved some new degree programs without seeing the final revisions. New programs using courses in another college must show proof of collaboration.
6. Miscellaneous.
 - a. Textbooks. It is the current policy that multi-section courses use the same textbook. If a faculty member wants to use a different textbook, he/she must obtain chair's approval. The Dean will talk to Dr. Hebert about changing the policy.
 - b. Scholarships. \$700/per student will be awarded for Study Abroad-Dubai in FY2016. Study Abroad-Japan will receive \$20,000 this summer.
 - c. Post Tenure Review is due April 1, 2015.
 - d. Fall 2014 Undergraduate Catalog is posted online. The chairs will email the Registrar's Office if any changes are needed. New software for the catalog is supposed to be in place by May.
 - e. COBA Awards Program will be held Wednesday, April 22, 2015.