

COBA LEADERSHIP TEAM MINUTES

April 10, 2015

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

1. Approval of Minutes from March 27, 2015. The minutes were modified and approved.
2. Smith-Hutson Scholarship Program. Approximately 100 new scholarships will be awarded this fall. In a few years, there will be a need for advisors and support staff for the program. In addition, there will be a discussion about space needs during the summer retreat.
3. Summer Research Grants. The Leadership Team made a final decision about who would be awarded summer research grants.
4. Faculty/Staff Meeting. The Faculty/Staff Meeting will be held Wednesday, April 29, 2015, at 3:30pm.
5. President's Cabinet/CAD Meeting. Each Vice President gave a presentation on their division. Each Dean gave a twenty minute presentation over how initiative money was spent and how they will use the new initiative money they are requesting. The President is concerned about fund balances. Our Distance Learning fund balance is growing. The estimated fund balance will be approximately \$725,000 by the end of FY2015.
6. Strategic Planning Retreat. The Strategic Planning Retreat will be held on May 13th (and May 14th if necessary).
 - a. Topics for meeting. Some topics include budget, new initiatives, space needs, strategy for Distance Learning funds, and how to enhance our educational environment.
 - b. AACSB reaffirmation. Dr. Lilly is working on a draft of the reaffirmation report.
7. Miscellaneous.
 - a. Annual Space Review. The Annual Space Review is due May 15, 2015. The Dean asked the Chairs to verify the rooms assigned to their department.
 - b. COBA Awards Banquet. The COBA Awards Banquet will be held on Wednesday, April 22, 2015 at 7pm in the LSC Ballroom.
 - c. Graduate Catalog Changes. Dr. Lilly asked the chairs to submit graduate catalog changes to Mr. Thaler.
 - d. Major on Roster. The Dean is going to check and see if a student's major can be added to the class roster.