

## COBA LEADERSHIP TEAM MINUTES

February 19, 2016

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

1. Approval of minutes. The minutes were modified and approved.
2. AACSB peer review team report. In the AACSB peer review team report, the visitation team recommended reaffirmation for five more years. On April 23<sup>rd</sup>, AACSB's Continuous Improvement Review Committee will vote as to whether or not they agree with the team's recommendation.
3. Faculty/Staff meeting. There will be a Faculty/Staff meeting on Tuesday, March 1<sup>st</sup>, at 3:30pm. The Dean will go over the AACSB peer review team's report.
4. Entrepreneurship major. There will be a program review of the Entrepreneurship major. Dr. Collins, Dr. Sullivan, Dr. Reutzler, Dr. Matthews, and Mr. Ron Koska were nominated to serve on the committee. The Dean asked Dr. Jesswein and Dr. Kohers to draft a charge to send to the committee. The Dean will reach out to Ron Koska in regards to serving on the committee.
5. Meta-assessment. Dr. Lilly is compiling what she has received from members of COBA's meta-assessment team in regards to the meta-assessment. Dr. Lilly will schedule meetings with each department to go over the meta-assessments. The report is due to the University by mid-March.
6. Miscellaneous.
  - a. Budget Meeting. The Dean will be meeting with the Budget Office and Academic Affairs on February 24<sup>th</sup> to present COBA's requests for New Initiatives and HEAF funds for FY2017.
  - b. COBA summer research grants. COBA summer research grants are due March 14<sup>th</sup>. The Dean will send an email to the faculty of what should be included in their proposal.
  - c. Master syllabi. There should be a master syllabus for each business course. Will discuss at a future meeting.
  - d. Online BBA and TWC schedule. There was discussion on who should be overseeing the online BBA and the TWC schedule.