

# COBA LEADERSHIP TEAM MINUTES

September 4, 2015

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

1. Approval of Minutes from May 13-14, 2015. The minutes were modified and approved.
2. Curriculum. Dr. Lilly has reviewed and given feedback on each Form B, Request for Addition of a New Course, she has received. The dean asked that each Form B be emailed to the Leadership Team and Dr. Abshire so there can be a discussion and vote on them. Changes in numbering/title and deletions will need to go to the university curriculum committee.
3. Summer Research Grants. The Leadership Team had a discussion on the philosophy of summer research grants. They would like there to be more structure and quality publications produced. The dean asked the chairs to talk to their faculty and report back to the Leadership Team.
4. Accreditation.
  - a. AACSB. The review team visit will be January 24-26, 2016. Dr. Lilly took the lead on writing the report. Faculty qualifications, resources, and support services look good; however, the college needs to improve assessment efforts. Everyone is expected to do assessment. The Dean asked that a meeting be arranged with the MATS and GATS. Dr. Lilly will send a copy of the report to the faculty. The chairs need to make sure that faculty information is up-to-date in Sedona.
  - b. GAC-PMI. The team visit will be September 28-30, 2015.
5. Update from CAD.
  - a. Faculty Hiring. CAD had a discussion about changing the titles of some of the temporary faculty, particularly those with the title of Clinical Faculty. There was also a discussion on offering multi-year contracts to certain temporary faculty.
  - b. Fund Balances. The COBA Distance Learning fund balance is too large. The fund balance is approximately \$750,000. The college is going to work on reducing that fund balance to \$200,000 by the end of the fiscal year.
  - c. Construction Update. The Dean gave an update on construction projects around campus.
6. Miscellaneous.
  - a. WRDS Webinar. There is a WRDS webinar on Wednesday, September 16, 2015, at 3:00 pm.
  - b. There are still students being admitted after the first class day.
  - c. The Dean is going to speak with the Provost about years of service for faculty and/or staff that were previously temporary faculty.