

# COBA LEADERSHIP TEAM MINUTES

February 1, 2017

Present: Gloria Buchanan, Mark Frank, Kurt Jesswein, Gerald Kohers, Philip Morris, Mitchell Muehsam, Valerie Muehsam, and Joey Robertson.

1. Approval of Minutes. The January 20<sup>th</sup> minutes were modified and approved.
2. CAD Items.
  - a. Policy review. CAD will be reviewing policies on Promotion and Tenure, Post-Tenure, FES, and Faculty Workload during the summer. The Dean asked for input from the Leadership Team. CAD approved the policies on Distinguished Professor and Tobacco Usage. The policy on Faculty Absences on Religious Holy Days will be brought back to CAD for further review.
  - b. Faculty/Staff overloads paid by federal grants. The University does not have a policy on faculty/staff overloads paid by federal grants. A committee will be formed to create a policy.
  - c. Hiring freeze. The governor announced a hiring freeze for state employees. A more definitive answer of how the hiring freeze will affect the University will be known on Monday.
  - d. SAM Center. Dr. Bill Fleming is stepping down as Executive Director on June 30<sup>th</sup>. Mr. John Jordan will serve as the Interim Executive Director during the national job search. A meeting will be scheduled with the new Executive Director once he/she is hired.
  - e. One Financial Plaza building. The University recently purchased the One Financial Plaza building. It could be a potential location for the McNair Center.
  - f. Faculty/Staff reactions to government actions. Faculty and staff are free as citizens to say what they want as long as they are not representing the University.
3. IDEA scores update. The Leadership Team had a discussion on IDEA scores. They will make a decision after they receive input from other colleges.
4. Miscellaneous.
  - a. Promotion and Tenure Portfolios. Portfolios are due to the Dean's office by Monday, February 6<sup>th</sup>.
  - b. Study Abroad-Germany. Study Abroad-Germany will receive \$13,000 in scholarship funds.
  - c. New Faculty Hire Paperwork. The Dean will talk to the Provost about new faculty hire paperwork being held up in the Provost's Office.
  - d. Attendance Initiative. The attendance initiative is due Monday, February 6<sup>th</sup>.