

COBA LEADERSHIP TEAM MINUTES

October 9, 2017

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

1. Approval of Minutes. Minutes were modified and approved.
2. Soft Skills. The Dean asked the Leadership Team what the next steps should be in regards to the findings from the committees on soft skills: critical thinking, communication, and teamwork & leadership. The Leadership Team reiterated the comment during the Learning Retreat that a rubric for teamwork and leadership skills need to be finalized. The possibility of creating a matrix listing every COBA course and identifying which soft skills are addressed in the courses was discussed. If such a matrix is to be created, the Dean will send an email to the faculty on the process and timing to complete the matrix. At the next meeting, the Leadership Team will finalize the members of the GATS.
3. AoL. Will discuss at next meeting.
4. CAD/CAAD items.
 - a. Comprehensive requirements for graduate programs. COBA has met this requirement.
 - b. Competitive scholarships. Will discuss at the next meeting.
 - c. Out-of-state online faculty. COBA does not have any out-of-state online faculty and has notified the Provost's Office.
 - d. Diversity leadership conference. Will discuss at the next meeting.
5. Miscellaneous.
 - a. New Faculty Orientation. The Leadership Team reviewed the agenda for the new faculty orientation.