

COBA LEADERSHIP TEAM MINUTES

December 7, 2017

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

Guest: Scot Mertz

1. Scot Mertz (Course Program of Study). Scot Mertz met with the Leadership Team to discuss financial aid for students. Students will only receive federal funding for courses that are on their degree plan. Students must be enrolled in at least six hours in the long semester (three in summer) in order to receive financial aid. There will be training for advisors. This will be effective fall 2018.
2. Approval of Minutes. The minutes were approved.
3. SWOT/Strategic Plan. Will discuss at next meeting.
4. Overloads. The Dean will meet with each chair individually about overloads.
5. Budget Items.
 - a. Summer Research Grants. Funds were set aside for Summer Research Grants.
 - b. Summer Recruitment Grants. Funds were set aside for Summer Recruitment Grants for new faculty to help get their research agendas going.
6. IC committee Recommendations. Will discuss at next meeting.
7. CAD Items. Will discuss at next meeting.
 - a. Lab Science Core Hours.
 - b. Chair Academy (HR Training).
 - c. Policies.
 - i. Faculty Reappointment, Tenure & Promotion.
 - ii. Procedures in Cases of Academic Dishonesty.
 - iii. Academic Grievance Procedure for Students.
 - iv. Academic Probation, Suspension & Termination.
8. Miscellaneous.
 - a. The next Leadership Team Meeting will be held on Wednesday, January 3rd, at 1:30pm.
 - b. TWC Offices. The Dean will contact Chris Maynard about faculty using TWC Offices during the holiday break.