

COBA LEADERSHIP TEAM MINUTES

February 23, 2018

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

1. Approval of Minutes. The minutes were approved.
2. Study Abroad.
 - a. CPOS (Course Program of Study). Students will only be able to receive federal aid for courses in their official course program of study.
 - b. Course Substitutions. If a student wants a course substitution for a study abroad course, it must be done before the trip.
 - c. Scholarships request for NY Marketing Trip. The Leadership Team agreed to award \$250 to each student if the NY Marketing Trip makes.
3. FES.
 - a. Best practices from tenure portfolios. The Leadership Team discussed best practices for submitting tenure portfolios.
 - b. Scoring. The Leadership Team discussed scoring in regards to FES. The chairs and Dean will meet March 5 to discuss preliminary scoring of FES.
4. AACSB.
 - a. SA/PA/SP/IP standards. To be discussed at a later date.
 - b. AoL update. To be discussed at a later date.
5. SWOT/Strategic plan.
 - a. Goals. To be discussed at a later date.
 - b. Short-term action items. To be discussed at a later date.
 - c. Long-term action items. To be discussed at a later date.
 - d. Soft skills. To be discussed at a later date.
6. Budget.
 - a. Summer Research Grants. To be discussed at a later date.
 - b. Five-year plan. To be discussed at a later date.
7. Curriculum.
 - a. Submissions. The deadline for submitting proposed changes to the curriculum are due at the University Curriculum Committee by March 19.
 - b. Excel skills. To be discussed at a later date.
8. Summer school. Summer school schedules should be finalized.
9. CAD Items.
 - a. Online templates for graduate classes. A common course template will be used for all online graduate school courses.
 - b. Initiative funding. To be discussed at a later date.