

# COBA LEADERSHIP TEAM MINUTES

Wednesday, July 24, 2019

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

1. Approval of minutes. Minutes were modified and approved.
2. Follow-up on online programs for non-completers. The Dean asked the Chairs to let him know what courses they may designate as online courses for online-only students. Also, seats can be set aside in classes for online-only students. The attribute (for 100% online students only) can be dropped if the class is not full. There was a discussion about who should email the students on waitlists when a new section is created.
3. FES Committee. The Dean is going to email a charge to the FES Committee. The Dean would like to have a recommendation from the committee by November 1<sup>st</sup>.
4. Graduate faculty status. There is a new policy on graduate faculty status. Faculty can be designated as graduate faculty or associate faculty. The college will submit forms to update the graduate faculty status of faculty.
5. CPOS.
  - a. Procedures. A substitution form must be submitted for any course not on a degree plan if the chair recommends that course count toward the degree. This may be common for independent study/study abroad courses. A student will not receive federal financial aid for a course if it is not on degree plan unless the student is enrolled as a full-time student in acceptable credit hours.
  - b. Sam Center and change of majors. The SAM Center is entering change of majors for business students. We will request that the SAM Center not change majors for students that have a GPA below 2.0 or for PGM students. Some chairs asked that they be able to process the change of majors.
6. AACSB.
  - a. Visitation team and deadline. The members of the visitation team are R. Edward Bashaw (Chair), Gregory Carnes, and Scott Beaulier. The visit is scheduled for March 7, 2021 – March 9, 2021.
  - b. Consultative requests. The Dean asked the Leadership Team if there are any consultative requests.
  - c. Potential changes to the interpretations of the standards. The Leadership Team discussed potential changes to the interpretations of the standards such as years for ABD and the elimination of the 60% ratio guideline for (SA + PA + SP). The exposure draft of the standards will be available in September.
7. Key items from one-on-one with the Provost. It was brought to the Provost's attention that the college may not have many faculty that attend various training on campus. Dr. Jesswein is going to check to see how many faculty attended the online training offered last summer.

8. Miscellaneous.

- a. Enrollment. Enrollment is down 4% compared to last year at this date relative to the start of the semester. There are some small classes at TWC.
- b. Faculty of the Year. The Dean is going to email the Leadership Team the three-year FES averages. The chairs will provide their feedback/recommendations. While not related to selecting the COBA faculty member of the year, a review of FES scores revealed that, in each of the past two years, approximately 39% of the faculty did not produce a peer reviewed journal publication.