

COBA LEADERSHIP TEAM MINUTES

Monday, June 1, 2020

Present: Mark Frank, Kristina Grimes, Kurt Jesswein, Gerald Kohers, Philip Morris, Mitchell Muehsam, Fawzi Noman, Joey Robertson, and Shani Robinson. (Virtual Meeting)

1. Approval of minutes. Minutes for meeting on May 7th were approved.
2. The Gibson D. Lewis Center for Business and Economic Development. There have been two proposals submitted to the Dean for future changes to the center. The Dean is still considering proposals.
 - a. Christian Raschke has submitted a proposal (with Dr. Green's input) to change the name of the business journal and make the center's focus on economic development and provide quarterly reports.
 - b. Chip Matthews and Bob Milner will submit a proposal to tie the Economic Development Center and Entrepreneurship Center together.
3. Spring Scheduling. The Leadership Team discussed issues with the new scheduling process. When the perfect form is submitted, it cannot be updated or changed. It is returned and the Chair must start the form over. Dr. Jesswein has contacted the Registrar's Office to discuss the issue and Fawzi is working with the Registrar's Office. The Dean requested that the Chairs bring this issue up at the next Council of Chairs meeting and the Associate Deans do the same at their next scheduled meeting.
4. CAD Updates.
 - a. Faculty Survey – A survey regarding the spring semester remote learning and communication with students has been sent to the faculty.
 - b. CHSS Dean Search – An offer has been made to a candidate but no announcement has been made at this time.
 - c. Fall 2020 Planning Committee Updates.
 - i. Recommendations were made to start fall semester hybrid and have a plan to move to remote if necessary.
 - ii. Several models of hybrid options have been presented. No decision has been made on how this will be implemented. The Dean has asked the Chairs to come up with options to discuss at the next meeting.
 - iii. The process for faculty requesting accommodations has changed since the last meeting. The Faculty member will be referred to Academic Affairs for consideration. The Dean suggested having Rhonda Beassie, HR Director, attend a zoom meeting with the Leadership Team to get clarification on changes.
 - d. Early Retirement – Five faculty members (university wide) have turned a notice of intent for early retirement. The deans will be notified on Tuesday.
 - e. COVID-19 Information Page - The University is creating a new COVID page to make it easier for students, faculty and staff to access the latest updates.
 - f. Travel – Travel restrictions for international and domestic flight has been extended through December. Anyone traveling by air for business must have the Provost's approval and will be required to quarantine for 14 days upon return. The university will send out an updated email.
5. Miscellaneous.

- a. New Faculty Research Grants – COBA may not be able to offer the new faculty research grants in the future. It will depend on the current state of finances and will need to be discussed with the Provost.