

COBA LEADERSHIP TEAM MINUTES

February 5, 2016

Present: Doug Berg, Gloria Buchanan, Kurt Jesswein, Gerald Kohers, Philip Morris, Mitchell Muehsam and Valerie Muehsam.

1. Evaluation of online courses (Michael Power). Mr. Power met with the Leadership Team to discuss the development of new online courses. Each new online course is evaluated on a rubric based on five areas. In order for a faculty member to receive a stipend for creating a new online course, the course must meet the minimum standard of satisfactory in each of the five areas. If a new online course does not meet the minimum standard in any of the five areas, Mr. Power will meet with the faculty member and the respective chair to discuss suggestions for improvements.
2. Approval of minutes. The minutes were modified and approved.
3. AACSB. The on-site visitation team recommended reaffirmation. After the official peer review team report is received, the Dean will hold a faculty and staff meeting.
4. CAD Meeting.
 - a. Supplemental requirements. Jacob Chandler and Chuck Mize will be contacting the Chairs in regards to supplemental requirements for admission to majors.
 - b. RAND study. The Coordinating Board is conducting a study on how programs decide on graduate degrees. This study will not impact COBA.
 - c. Professional development for associate professors. CAD discussed whether or not there should be a strategy to help develop associate professors. The Dean would like to dedicate one meeting to this idea.
 - d. Electronic teaching evaluation. Faculty teaching evaluations will eventually be done electronically. The Dean would like to have more detailed discussion and take resultant recommendations to the Provost on how to best move forward.
 - e. Lone Star College recruiting. Lone Star College would like to recruit our graduate students to teach for them. They will be recruiting on campus.
 - f. "W" courses. Each college is responsible for deciding which courses are writing enhanced ("W") courses. There was a discussion on how many "W" courses should be required for a major. The Dean also asked the Leadership Team if "W" courses should be part of the writing initiative. The Leadership Team wants to submit a college requirement of three "W" courses, specifically BUAD 2321, BUAD 3335, and MGMT 4390. All sections of these courses will be "W" courses.
5. Miscellaneous
 - a. Curriculum changes. Changes to the curriculum will need to be brought to the college curriculum committee.
 - b. COBA research grants. The Leadership Team will discuss COBA research grants at the next Leadership Team Meeting.
 - c. COBA spring graduation. Graduation is scheduled for Saturday, May 7th, at 9:30am.
 - d. Catalog. Updates to the catalog are due today.