

COBA LEADERSHIP TEAM MEETING MINUTES

Friday, September 24, 2010

Present: Roger Abshire, Leroy Ashorn, Doug Berg, Ed Blackburne, Gloria Buchanan, Bala Maniam, Philip Morris, Mitchell Muehsam, and Valerie Muehsam.

1. Approval of Minutes from September 10th. The minutes were approved.
2. President Gibson. Dean Muehsam shared some of the college's successes and initiatives with Dr. Gibson. Dr. Gibson discussed how the current economic realities might impact SHSU. She discussed how the legislature is stressing accountability and cost efficiency. Dr. Gibson communicated her belief that SHSU is an extremely efficient institution and expressed her hope that SHSU's efforts to be efficient will be influential in mitigating potential budget cuts. Dr. Gibson shared data as to the large number (in the millions) of Texas citizens who have partially completed the requirements of a baccalaureate degree. This non-traditional group of potential students provides an opportunity. We need to be able to meet the needs of our traditional students as well as non-traditional students. Dr. Gibson indicated that even in times of financial concern, there are places where the institution needs to invest for future success.
3. Curriculum Reports. The leadership team approved the college curriculum report submissions pending grammar and spelling corrections.
4. AACSB. Dean Muehsam expressed his appreciation for the excellent job Dr. Green is doing in putting together the five-year maintenance report.
 - a. AQ/PQ. Overall the college meets the AACSB AQ/PQ standard; however, two of the four departments were below the required percentage for most of the past five years. The chairs will develop a plan to address this concern. The leadership team needs to look at AQ/PQ figures for the 2010 fall semester. At the next meeting, the leadership team will review the AQ/PQ policy.
 - b. AoL. Dr. Berg is going to write an AoL planning document. The guiding principle will be "What should COBA students know by the time they graduate?" Dr. Berg will have the AoL committee review the document and seek recommendations for improvement. The initial draft is due in four weeks.
 - c. Preparation for onsite visit. Faculty articles need to be scanned into Sedona by October 1, 2010. The Five-Year Maintenance Report will be shared with the faculty. The report will be sent to the visitation team around November 15, 2010. To keep the faculty informed, a faculty meeting will be held prior to the onsite visit.
5. FES Committee Update. The committee has met twice. Every member has been charged with ranking of service components. They are using Kansas State as a reference. The chairs indicated that they are confident that their faculty have ample opportunity to provide input to members of the FES committee. It was emphasized that a goal is to have a process where quality work is recognized and rewarded.

6. Program Reviews. Dr. Abshire and Dr. Maniam prepared a template for program reviews. They will look at it with Dean Muehsam next week. Then they will present it to the leadership team.
7. Miscellaneous.
 - a. Leadership Seminar. Darren Grant is organizing a Leadership Seminar in January. Participants are anticipated to be representatives from the Marine Corps, a firm that recruits from SHSU, and faculty from the Department of Economics and International Business.
 - b. Classrooms. The chairs will meet next week to discuss how they can best utilize the COBA's classrooms to meet anticipated demand.
 - c. Preliminary Budget Request for 2012 (PBRs). The PBRs are due to the Dean's Office by Wednesday, September 29, 2010.
 - d. MBA Director. A funding proposal for an MBA Director was sent to Dr. Tayebi.
 - e. Differential Tuition. A proposal for differential tuition was sent to Dr. Payne.
 - f. Parent's Weekend. The COBA reception is at 11:00a.m. on Saturday.