

# COBA LEADERSHIP TEAM MEETING MINUTES

Friday , October 26, 2012

Present Roger Abshire, Leroy Ashorn, Doug Berg, Gloria Buchan, Kurt Jesswein, Mitchell Muehsam and Valerie Muehsam

1. Approval of Minutes from October 12 2012 The minutes were approved.
2. Program Review Update To obtain faculty input, the GBA committee prepared and distributed a survey. The Leadership Team suggested giving the committee some guidelines for their review. In regards to the business foundation, the department faculty will review the master syllabi and each department will prepare a summary report. The report should not be just a summary of the consensus but rather should include comments related to each possible reaction on the review template, when available.
3. Professional Development for Chairs. taking business courses. Based on this data, a major report may not accurately reflect the total number of true business majors.
5. Input from Student Leaders The Dean met with the student leaders last week. The student leaders liked the idea of LMS pages being created for receiving announcements from the college. They also thought that nothing happened to poor classroom educators. Dean Muehsam informed them that their input was a major component in evaluating the faculty. An idea was for the dean to create a video informing students that their input is important in regards to IDEA evaluations.
6. CAD Items
  - a. IDEA Representatives from IDEA will be coming to our campus in the spring to answer

## Miscellaneous.

- a. IDEA distribution. IDEA evaluation forms may be administered to the students no earlier than Monday, November 26, 2012 and must be returned to the Institutional Research office by December 7, 2012. The individual departments will set a deadline for returning the forms to the departmental offices.

- b. AQ/PQ status. Dr. Ashorn will mail the chairs requesting them to update the AQ/PQ status of their faculty in Sedona by October 31, 2012.
- c. COBA Scholarships. The following amounts will be available for COBA study scholarships: \$20,000 for Japan, \$10,000 for Costa Rica, \$12,000 for India and \$7,500 for China
- d. HHS Forum. The Leadership Team agreed not to