

## **COBA LEADERSHIP TEAM MEETING MINUTES**

**Friday, April 15, 2011**

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 March 25th. The minutes were modified and approved.
2. Business Foundation Review. Dr. Kohers prepared a draft of an instrument to be completed by the advisory council members. The instrument lists skill sets that business students should have regardless of major. Dr. Abshire will add a second column related to how well students at SHSU obtain each specific skill set. Dr. Abshire will provide committee updates to Dr. Ashorn.
3. Gonfalon. COBA is still working on its gonfalon. The deadline has passed. Dr. Muehsam will visit with Bill Angrove this afternoon to review DELTA Center's stock art.
4. COBA Advisory Council Meeting. The meeting is scheduled for Monday, April 18, 2011. DELTA will film the advisory council discussing nonacademic skills in the morning. Then Monday afternoon, the advisory council will fill out the instrument on academic skills created by the Business Foundation Review committee.
5. Policy Reviews.
  - a. AQ/PQ. The PQ section of the AQ/PQ policy is still in process.
  - b. Promotion/Tenure. Dr. Ashorn and Dr. Muehsam will work on the Promotion/Tenure policy.
6. Faculty/Staff Evaluations. An evaluation on faculty and staff should be conducted annually. The chairs agreed to meet with faculty before the spring semester ends.
7. Scholarship funds as a recruiting tool. Next fall, \$10,000 will be set aside from scholarship funds for recruiting. The scholarship committee will have to develop some guidelines. Since the study abroad programs were cancelled, the remaining scholarship funds will be used for scholarships this summer. The funds will be allocated to the departments based on number of degrees awarded. Mandy can do the SDRs for the departments.
8. CAD Items.
  - a. Chair/Dean Review and Three-Year Chair Review. CAD is looking at the policies.
  - b. Regents Professor Nominations. The dean asked the chairs if there were any nominations for Regents Professor.
  - c. University Park. Dr. Eglsaer will be attending a meeting there on Monday. Dean Muehsam will attend an open house at University Park to discuss COBA programs and TUC with interested students. In regards to TUC, the new building will be completed by Summer 2012.

- d. THECB Proposed Changes. There are proposed changes to formula funding, Texas Grant, non-developmental courses paired up with developmental courses, required political science courses, and to the core.
- e. Blackboard Sunset Schedule. There is a tentative schedule for phasing out Blackboard. For COBA Blackboard will no longer be available and is scheduled to start using eCollege exclusively by the Spring 2012 semester.
- f. GPA Calculation. Beginning with the final implementation of Banner only the highest grade received for a course will be used to calculate a student's GPA regardless of the number of times a class is taken. There will still be a transfer average, Sam Houston average, and an overall average.
- g. AdAstra University-wide Calendar. They are working on creating a university-wide calendar.
- h. New Faculty Breakfast. The new faculty breakfast has been scheduled for August 23, 2011.

9. Miscellaneous.

- a. Reappointments to Graduate Faculty are due.