

COBA LEADERSHIP TEAM MINUTES

September 7, 2018

Present: Gloria Buchanan, Mark Frank, Kurt Jesswein, Gerald Kohers, Philip Morris, Mitchell Muehsam, Valerie Richards, and Joey Robertson.

1. Approval of Minutes. The minutes were modified and approved.
2. Curriculum Submissions.
 - a. COBA curriculum submissions. The Leadership Team reviewed new course submissions for the college. The Leadership Team planned a meeting for September 12 to modify/approve curriculum submissions.
 - b. Review process for service courses.
3. Roundtable discussion. The Roundtable Discussion is scheduled for Tuesday, September 18, 2018.
4. CAD update.
 - a. PACE update. The New Faculty Investiture will be held in mid-August, 2019. It is voluntary.
 - b. Scholarship deadlines. The deadline for scholarships has been moved up. If a student has not accepted a scholarship by May 1st, the scholarship will be awarded to another student. The Dean will email the scholarship timeline to the Leadership Team.
 - c. Public Administration and Public Policy. There is a new minor in Public Administration and Public Policy.
 - d. Graduation walk-only process. Students who want to walk-only at graduation may now have to fill out a form. Dean Muehsam is tasked with creating a form to share at the next CAD meeting.
 - e. FES & Post-Tenure town hall meetings. Town hall meetings will be held for FES and post-tenure.
 - f. Items from CAD meeting with President Hoyt. The Dean discussed items from the CAD meeting with President Hoyt such as graduate enrollments, late transfers, freshmen registered for online courses, and scholarships. The Dean asked the chairs to make sure scholarships awarded have been accepted.