

COBA LEADERSHIP TEAM MINUTES

January 19, 2018

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

1. Approval of Minutes. The minutes were modified and approved.
2. SWOT/Strategic Plan
from faculty and staff.
 - c. Short-term action items.
 - i. Teaching Effectiveness Committee (recommended by Dean's Advisory Committee).
The college is going to create a Teaching Effectiveness Committee this spring. The Dean will announce it at the 2018 Spring Faculty/Staff Meeting.
 - d. Long-term action items. The Dean asked the Leadership Team to think about some long-term action items they would like to include in the strategic plan.
 - e. Soft skills. The college asked the faculty to identify the different soft skills in the courses offered by COBA.
3. 2018 Spring Faculty/Staff meeting.

_____ The meeting has been rescheduled for Friday, February 2, 2018.

4. Budget Items.
 - a. Summer Research Grants. The Leadership Team discussed the possibility of creating a faculty committee for summer research grants.
 - b. Five-year plan. Will discuss at next meeting.
5. IC committee Recommendations. The committee recommended there be a list of desired publications and a black list.
6. Academic Affairs Mid-year Leadership Retreat.
 - a. Winter mini-session. To be discussed at a future meeting.
 - b. Hybrid courses. The working definition (THECB) was shared.
 - c. EAB. To be discussed at a future meeting.
 - d. Policies.
 - i. Faculty Reappointment, Tenure & Promotion. To be discussed at a future meeting.
 - ii. Academic Probation, Suspension & Termination. Modification shared.
7. Miscellaneous.
 - a. Office Space. The Dean asked the Chairs to let him know what office space is needed for Fall 2018. Should the college keep using SHB 108