COBA LEADERSHIP TEAM MINUTES

November 4, 2016

Present: Gloria Buchanan
,
 Mark Frank, Kurt Jesswein, Gerald Kohers, Philip Morris, Mitchell Muehsam,
Valerie Muehsam
 and Joey Robertson
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1.
 Approval of
Minutes
. The minutes were approved
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2.
 Conversion to classrooms
. Two classrooms (206 and 208) will be converted into eleven
 offices next
summer. The University is going to pay for the renovations. The Dean asked the chairs to think about
who should be assigned to
 these offices.

3.
 Allocation of classrooms for scheduling
. The Dean asked the chairs to work together on the allocation of
classrooms for scheduling. The schedule
s
 for Summer and Fall 2017 are
 due the first week in January.

4.
 Meeting with VP Hernandez
. The
Dean will be meeting with VP Hernandez on November 21st
 to discuss
the needs of the college.

5.
 Updates/reminders
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a.
 Initiative committees. Each committee has g progress on their initiatives. Faculty searches. There are several faculty searches in prog