

**Coggin College of Business  
Executive Committee Meeting  
April 11, 2019 (9:00-10:30 am)  
Minutes**

**Present:** Dawkins, Jackson, Russell, Bowling, Eltantawy, Goel, Guffin, Loh, Donaldson, Jaeger, Watts

**Absent:** Leonzon, Gallo

**Guests:** Trey McCray III, MSE, Higher Education Account Executive for Apple Education  
Jake Hansen

Apple presented on today's mobile services and how they can partner with CCB to provide services to faculty and staff.

1. **Approval of 4/11/19 minutes-** Minutes approved with Reham's edits.

**Recurring Business**

**2. CMC/CCB Marketing update (Derek Guffin)**

- The CMC is conducting interviews for the Executive Mentor and Peer-to-Peer Mentor programs. A graphic designer has been interviewed with hopes she can start in the upcoming weeks. Will (webmaster) is currently working to create a graphic design intake form for faculty, staff, and student organizations to use.
- The CMC is currently in the process of installing televisions in CCB walls.

**3. Advising Services Update (Jennifer Jackson)**

- The spring semester resulted in 37 student suspensions and 100+ students on probation.
- Transfer orientation started last week with FTIC orientation starting on the 23<sup>rd</sup>.
- Jennifer will schedule a meeting with department chairs and unit heads to discuss CCB's transient policy.

**4. SBDC update (Janice Donaldson)**

- This is national Small Business Week, and this year's luncheon is on Friday at the University Center and is sold out.
- CCB decided not to participate in this year's Florida Venture Forum business plan competition. Next year, we will distribute the Forum info sooner to students to give them more time to prepare.
- A new part-time Hispanic Business Consultant was hired.
- The SBDC is looking for a graduate student so please send referrals to Janice. The student hired will also receive the Lowell Salter Fellowship.
- The SBDC is recruiting for a full-time consultant position and the job will be posted next week.

**5. Development Office update (Teresa Nichols)**

- UDAE has received applications for the DOD position and interviews are in process for the ADOD position.
- 6. Center for Entrepreneurship and Innovation update (Karen Bowling)**
- The first Advisory Council meeting occurred with good discussion on where to focus the entrepreneurship efforts for the CEI.
  - The current timeline for applications is as follows:
    - End of May - applications go public
    - May/June - review the applications
    - Mid July - winners will be notified
    - August - program starts
  - There have been several successful events held in the CEI.
  - CCB is in the process of posting the position for the assistant director.
- 7. Summer/ Fall classes update, Accreditation & Assessment update (Chris Johnson)**
- No Report

### **New Business**

**1. Business Intelligence degree update (Lakshmi Goel)**

- John Kantner forgot to present the MS in Business Analytics to the CAVP. He suggested to pretend it was presented and continue using the projected timeline which requires CCB to submit the full proposal by 9/1/19.
- The BBA - RTPs were presented conditional on a MOU with CCEC regarding the curriculum for a Fall 2020 start, and the program will utilize three faculty members from CCEC. CCB will work on a full proposal and keep CCEC faculty abreast of progress.

**2. Downtown campus/Fidelity on-site MBA update (Dawn Russell)**

- There are 800 graduate students in CCB graduate programs. There are 9 in the Business Analytics Certificate Program, and 228 students in the MSM Program.
- The Fidelity on-site graduate students are registered for the summer.
- Dawn recognized CCB faculty who have been a great help with the MBA and MSM Programs.
- There are 21 students enrolled downtown for the Summer A term.
- CCB will make a big push this summer for more exposure for classes downtown since it appears likely the building will be nearing completion in August.

**3. Department chairs faculty hiring requests for Fall 2020 update**

- ✓ FIN is requesting 1 tenure-track and 1 instructor line
- ✓ MAR is requesting 1 tenure-track line
- ✓ MAN is requesting 2 tenure-track IS lines for Business Analytics
- ✓ MAN is requesting 1 tenure-track line in Entrepreneurship
- ✓ T&L is requesting 1 tenure-track line per the approved MSLSCM proposal
- ✓ ECO is requesting 2 tenure-track lines (one conversion from a visiting line)

**4. Traynham Endowed Professor update (effective 7/1/19)**

- Oliver Schnusenberg is the Traynham Teaching Professor
  - Andres Gallo is the Traynham Service Professor
- 5. Adding yearly checklists to CCB website (Reham/ Jennifer/Derek)**
    - Derek, Jennifer, Kate and Reham recently met regarding creating a yearly checklist to communicate with students to use as an annual guide.
    - During the meeting, it was suggested to have a general form before drilling down into the specifics.
  - 6. Adding department, major, internship, CMC, etc. videos to CCB website (Jennifer Jackson)**
    - Jennifer will follow-up with the department chairs and unit heads.
  - 7. Enrollment caps for online classes**
    - A discussion was started regarding creating potential enrollment caps for online classes in CCB.
  - 8. Research support in Coggin**
    - Research support item was not discussed at this EC meeting.

**Adjournment:** The meeting was adjourned at 11:05 am.