

**Coggin College of Business
Executive Committee Meeting
October 11, 2018 (9:30-11:10 am)**

Members Present: Dawkins, Donaldson, Eltantawy, Frankel, Gallo, Goel, Guffin, Jackson, Jaeger, Johnson C., Johnson R., Loh (via- phone), Russell, Watts, and Weiler

Members Absent: None

1. **Approval of 9/13/18 minutes** - The EC minutes were approved with minor changes.

Recurring Business

2. CMC/ CCB Marketing Update (Derek Guffin)

- Derek sent an email summarizing the Coggin Career Week results, and he thanks everyone for their support. The CMC received good feedback from students and employers. The next Coggin Career Week will be the first week of February.
- The CMC seeks feedback on where televisions should go in buildings 42 and 10 as part of marketing opportunities for student clubs, employer events, and CCB events.
- Derek said moving forward Coggin Career Week will be the first week of October and the first week of February unless something changes.

3. Advising Services Update (Jennifer Jackson)

- Advising Services has been working with UNF's Rapid Response Team and focusing on scheduling classes students need to graduate on time. Jennifer will email department chairs a spreadsheet showing all the CCB classes students need over the next few semesters.
- Jennifer thanked CCB faculty for helping with the advising events, and noted there has not been a high number of students coming to the workshops with the soft rollout of mandatory advising. In the future, Advising Services will place a hold on students' accounts until they meet with an advisor. Currently, students are responding to emails from Advising Services.
- Jennifer is reaching out to students to help with advising events. Reham suggested having separate events between Coggin Career Week and the Majors Fair to avoid overwhelming everyone involved. In addition, Reham suggested having entertainment at the Advising Services events to get more students involved.

4. SBDC update (Janice Donaldson)

- Janice thanked Mark for recognizing the SBDC staff award recipients at the faculty meeting. She also thanked Derek for including the SBDC in Coggin Career Week.
- The SBDC will reactivate staff help for the counties that were affected by the recent storm.

- SBDC needs help to get more students involved as participants in the Florida Venture Collegiate Competition. Only two students have come to the orientations. These students suggested CCB talk in classrooms and to the student clubs to spread the word.

5. Development Office update (Jen Weiler)

- Jen, Megan and Mark are working diligently on the three primary fundraising goals: Center for Entrepreneurship, undergraduate scholarships, and the Bloomberg Lab. Jen will provide an update on where CCB stands with respect to fundraising at the next meeting.
- Jen thanked the faculty for being open to having speakers in their classes through

- Dawn has received good feedback from the professors Paul Fadil and Russell Triplett.
 - Mark, Lakshmi, and BCH representatives met with Mayo and Ascencion (St. Vincent's) and discussed three degree options (MBA, MSM, and EMHA) their employers can take based on their needs. Working on setting up a follow up meeting.
- 6. Department chairs need to plan faculty hiring requests for Fall 2020**
- Mark needs the Chairs to think about their hiring needs and justifications. At the current time, it looks like CCB will submit its hiring requests for fall 2020 in January.
- 7. CCB Testing Lab reminder to Faculty**
- CCB is working on an online intake form for faculty to fill in when needing the testing lab. The form will be sent to Mark and Chris by CCB's webmaster.
- 8. New faculty retreat update on 10/12 (Chris, Andres, Lakshmi to lead)**
- An email was sent to the EC with the itinerary. The morning will focus on teaching, student success and engagement, and support services for faculty. The afternoon will focus on research, P&T, and annual evaluations.
 - Mark and Chris thanked Andres and Lakshmi for their tremendous help.
 - Lakshmi thanked Megan for leading the team building exercise.
 - The FAAE Conference starts on Thursday night.
 - Reham suggests getting feedback from the junior faculty on the retreat.
- 9. Outside Activity Reporting -.004 Tc.0(i)-6((2(ep)-8(a)J0 T847 0 Td(ox)Tj/TT1 Td(ox)T60)-4 T847 0 (**