

Coggin College of Business
Executive Committee Meeting
August 8, 2019 (9:00-10:30 am, Research 10:30-11:00 am)
Minutes

Present: Bowling, Dawkins, Johnson, Jaeger, Donaldson, Galbreath, Goel, Jackson, Loh, Russell, Santos (for Derek) and Watts

Absent: Eltantawy and Leonzon

Guest Speaker: Chris Rudasill and Brandon Stallings with SmartBox Snacking Solutions demonstrated their product; an ~~an~~atural healthy, delicious and filling snacking alternative answered committee member questions chris@smartboxcompany.com

1. Approval of 7/11/19 minutes– The minutes were unanimously approved with the addition of Rehars request to include discussion about MBA admits.

Recurring Business

2. Center for Entrepreneurship and Innovation update (Karen Bowling)
 - x The CEI received over 100 applications for the initial cohort of entrepreneurs. The CEI advisory council met in July and selected 12 applicants and two applicants who persisted in pursuing their admission were also included in the program, so now there are 14 companies in the program. CEI staff are determining where the 14 applicants are in the entrepreneurship process through benchmarks such as marketing, legal, business plan, interns and mentors. The companies will start at CEI on August 20.
 - x An announcement was sent to the 88 denied applicants stating that CEI will offer them services like workshops, speaker series invitations, and the CEI staff will continue to work with them as well.
 - x Three students whose ideas are in the early idea stage also applied and they will be included in a separate track so they can reapply next year.
 - x Karen thanked Janice for her help and indicated she will be a tremendous resource by offering SBDC counselors, speakers, and mentors to the entrepreneurs
 - x The education market, a common theme across industries, will be a CEI major focus in the future.
 - x The CEI is continuing to build its Advisory Council, and Swisher International joined the Advisory Council since they are looking for ways to reinvent themselves without tobacco products.
 - x Several companies have approached the CEI about using CEI designated space and integrating their innovation programs instead of building their own innovative centers in other locations in Jacksonville.
 - x Several of the ventures in the program came from outreach programs, Rotary Clubs and Chambers so the CEI

CEI; (1) Jm Simak will speak on Innovation 101 on 9/10, (2) the CEI is partnering with Mayo Clinic on 9/12 for a mentor meet and (3) Community First is sponsoring a speaker series with a local founders theme and Mike Bowling, creator of the Pound Puppy, will be the first speaker on 9/28.

- x Laura Guillaume, serial entrepreneur and engineer, joined the center on 7/29 as Assistant Director.

3. CMC/CCB Marketing update (Melinda Santos for Derek Guffin)

- x Melinda's last day is 8/16, and she will pursue a career in corporate training.
- x Melinda passed out a student handout which outlines the CMC's service resources and upcoming events, and next events will be similar to last fall's events. The Welcome Back Cookout, now the Coggin Club Cookout, is 8/28 and Advising, the Graduate School, and IB will be attending. Melinda invited the EC members to the cookout. Melinda asked Karen to invite the Entrepreneurship, Leaders and Innovators Club members to the cookout.
- x JC Penney's Suit-Up Event will have 60% off professional dress clothing and the Avenue Mall store will open after hours from 6:30 to 9:30pm on Sunday, 9/15, just for UNF students, faculty, staff and alumni. (A UNF Osprey 1Card is required.)
- x The S.T.A.R Program has been rebranded as the Coggin Career Readiness Certificate. This program will not only include resume and interview building skills, but will also include: building a Handshake profile, practicing an elevator pitch, and building networking skills. The Certificate program also encourages students to attend a CMC event and add one class elective; attend a Taylor Leadership Event, lead Coggin Club or use Skillsoft. Students who complete all three steps and finish an internship will earn the Certificate wings.
- x There are 6 new Coggin Career Peer-to-Peer Mentors.
- x Will Kaczmarek has accepted a new position and Derek is interviewing for a new webmaster.
- x Mark and the EC members wished Melinda the best in her future endeavors.

4. Advising Services Update (Jennifer Jackson)

- x Jennifer and the advising staff want to start a coggin initiative to support 25 homeless student with toilet and hygiene supplies.
- x Advising is completing the end of term processing of suspensions, probation, pre-requisition checks and duplicate courses checks. The suspension list is small with 128 students. The Registrar's Office will notify the students of the suspensions and the students will also get a letter from Jennifer explaining why they are suspended and the term of their suspension.
- x Fall Events:
 1. September 7 – Explore UNF – Coggin Open House. There will be a campus wide Resource Fair and then the students (and transfers) will come to Coggin for about 2 hours. During this time (1) the Dean will

talk, (2) there will be a 30 minute CCB overview presentation from Advising, Study Abroad, and the CMC, (3) there will be a college tour, (4) a faculty panel, (5) a student panel with representative from each major and (6) a question and answer session. Jennifer will send out an email requesting help from faculty and current students.

2. December 7 – Campus Wide Open House.
 3. Major workshops – Jennifer passed out a handout with the dates of the workshops and requested that the same faculty help last year help this year as the students really liked these faculty members.
 4. August 9 & 16 - Transfer Orientation.
- x Susan Eisenberg is the new Assistant Director of Advising. Jennifer will start the hiring process to fill the advising position vacated-2(i)13(a)4(ns)-1(f)3(e)2+ ise

number of changes in the college or department.” Chris requested that department chairs be thoughtful and careful to consider as much detail as possible when developing their 2020-2021 schedules. The shells will roll out 9/9 and the schedules will be due 12/13. CCB has proposed to have an internal meeting in mid-November to submit its first-round draft and give Chris, Jennifer and Dawn time to review the draft and discuss proposed changes. Chris would like to meet and discuss scheduling concerns with the CCB chairs in early September.

- x Chris asked department chairs to meet with their office manager and ensure that all part-time and overload contracts for the fall semester are completed for CCB

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FIN is approved for 1 visiting assistant professor line (open)
FIN has hired 1 visiting instructor – Ronald Heymann

