

**Coggin College of Business  
Executive Committee Meeting Minutes  
September 10, 2020 (9:00-10:00 am)**

**Present:** Buttimer, Contrino, Donaldson, Eltantawy, Gallo, Goel, Guffin, Jackson, Jaeger, Johnson, Leonzon, Loh, Russell and Watts

**Guest:** Kate Learch

**Absent:** Bowling (meeting conflict)

1. **Approval of 8/13/20 minutes** – The minutes were approved.
2. **Guest Speaker – Kate Learch.**
  - UNF celebrates it's 50 year anniversary in 2022 – Kate and Karen are on the celebration committee and Kate asked the EC members to start thinking of ways to celebrate. Kate asked the EC members for recommendations and suggestions. Kate shared a draft of the logo for the anniversary, an osprey is shown swooping through the zero in 50. The celebration will run through 1/2020 to 10/2020. Richard questioned whether CCB started at the same time as the university. Chris is going to reach out to a former faculty for verification.

**New Business**

1. **Small Business Week – Janice Donaldson**
  - Janice thanked Richard for his participation in a video for Small Business Week.
  - This year the event will be a GoToMeeting virtual event on 10/9 at 11:30.
  - There will be no charge for participation and Janice has upped the participation to 1,000. The event will be in conjunction with all SBDCs in the north Florida region; UWF, UCF FAMU. The Deans from the respective colleges will give a short introduction. They will pass out awards and have acceptance speeches.
  - The keynote speakers will be Jim Harris, author on innovation disruption. He will talk about artificial intelligence transforming small and medium businesses.
  - SDBC's award winners:
    - a. 2020 North Florida District Woman-Owned Small Business Person of the Year – Ms. Mary Jane Culhane, Culhane's Irish Pub (Jacksonville, Florida)
    - b. 2020 North Florida District Minority-Owned Small Business Person of the Year – Mr. Viv Helwig, President, Vested Metals International (Saint Augustine, Florida)
    - c. North Florida District Small Business Advocate of the Year – Ms. Tilley Durbin, Manager of Business Services, 121 Financial Credit Union (Jacksonville, Florida)

**a.**

- Richard said we need to find a downtown market and service it.
- Dawn suggested a dedicated person from academic affairs to monitor downtown enrollment.
- Richard is going to form an ad hoc committee to look at this situation. He also asked the EC members to continue thinking about this situation and send him any suggestions.

#### **5. Strategic Planning – Richard Buttimer**

- Richard has met with the Strategic Planning Committee.
- Each unit should create a strategic plan with specific measuraR-4(n.00 1 Tf(icw)-2(i)-6e1(at)-5.9()-4(i)-6