Attendees:
Present: Sheb True, Rick Franza, Kathryn Epps, Kat Schwaig (Chair), Keith Tudor, Hope Baker, Amy Woszczynski, Brett Katzman, Mandy Brooks, Michael Maloni, Caroline McLean, Radwan Ali (for Debbie Lester)
Excused: Nancy Prochaska, Debbie Lester
Guests: Judy Craven, Center for Student Leadership, Linda Malgeri

The meeting commenced at 2:00 p.m.

Coles College 2 Career Professional Development
Kat welcomed Linda Malgeri and talked about her role in leading the new College2Career Professional Development Program. Linda explained that the goal of the program is to prepare the students for their chosen career in business by enhancing their professional skills and behavior.

Strengths Assessment
Linda introduced Judy Craven, who explained StrengthsQuest, a program that helps students, staff and faculty achieve academic, career, and personal success. Members of the Executive Committee will be taking an assessment as the first step in implementing this new program for the betterment of the students in the Coles College of Business.

Class Consultant & Intern-Coop Professionalism
Keith Tudor said he recently had met with the Advisory Board of the Marketing & Professional Sales Department. He said the following topics were discussed with Board members:
1) Professionalism of KSU students in the workforce.
2) Bringing the real world into the classroom via a class consultant.

Strategic Planning Update
Rick Franza summarized the present status of the strategic plan. He requested input from the Chairs on a form he circulated entitled Internal Capabilities Audit Survey.

Workload Document Update
Rick explained the steps for review of the Workload Document. He said the goal is to have faculty vote on the new document by the end of the spring semester.

Budget Overview
Kat reviewed with those present, the handout, “Coles College Financial Review,” that she distributed. She said she would be sharing this information with faculty at a Brown Bag session in the spring.
Dean’s Student Advisory Board
Kat said this new group of accomplished student leaders had met twice in the past semester. She asked those present for ideas on choosing members for this Board in the future. She indicated that she thought these students could serve as ambassadors for the Coles College and will also be able to participate in the upcoming AACSB Accreditation process. Kat said she would be asking Chairs in the spring, for names of possible students to serve on this Board for the next term.

Other
• Amy Woszczynski – Amy announced that the BBA-ISA has been named a 2013 SC Awards finalist in SC Magazine’s Best Cyber Security Higher Education Program category. Winners will be announced at the 2013 SC Awards U.S., to be held in San Francisco on February 13, 2013.
• Hope Baker – Hope reminded everyone to encourage students to apply for the REAL Initiative Award. The application period is January 7 - 15. The three finalists will present to the CCOB Advisory Board on March 29. The Advisory Board will then select the winner.
• Kathryn Epps
  1) Campus visits for candidates for the Coles College Associate Dean of Academic Affairs position will take place in early to mid January.
  2) AACSB has released new accounting standards.
  3) KSU (Coles College) has been approached by Grant Thornton about an initiative for a pilot project.
• Mandy Brooks said that Kathleen Cesar would be contacting members of the Executive Committee in an effort to discuss with them ways to reach Coles College alumni. Kathleen is working with Lisa Duke, Director of Alumni Affairs, on this project.

Adjournment
The meeting was adjourned at 3:53 p.m.

Next Meeting
The next meeting will be held on Wednesday, February 20th, 2:00 p.m.

Submitted by Sue Steensrud, Secretary to the Dean.