

COTA: July 22
Strategic Planning Session
July 21, 2022
In Person: University of Missouri-St Louis; Online: WebEx

Present: Kara Cahill, Roger McMillan, Alicia Erickson, Ross Hawkins, David Jones, Katelyn Wilson, Helen Hale, Gavin O'Connor, Terri Montgomery, Christy Seawall, Roberto Koch

Guests: Terri Montgomery and Olivia Mendez-Alm, UMSL Admissions Office

Call to Order by Katelyn Wilson at 10:07am.

Some new guests present, so introductions around the room. Olivia is here to meet COTA

Switching from Zoom, transitioning to WebEx from now on for meetings.

Need to have a chair-elect for COTA so that we can have the triumvirate of past chair, current chair and chair-elect. The chair-elect would shadow current COTA chair in preparation of becoming chair the next year. Responsibilities of the Chair, Chair-elect and Past-Chair were provided. Seeking volunteers first and if no volunteers or nominations, Ross and Katelyn may reach out to some specific individuals who may be a good fit.

Approval of May 2022 minutes – Roger McMillan moves, David Jones second. All approved, motion carries.

MaryBeth Ottinger's seat is now vacant and represents a 4-year public. Kara mentioned that as the state is moving toward transitional times and strategic planning, they are recommending that we have senior level administrators on both COTA and the CCAC. Senior level is CAO, President or top-level. Kara is recommending Phil Bridgmon at University of Central Missouri, but has not reached out to him yet. Ross mentioned concern about senior level administrators having the time available for the commitment. If anyone has nominations for senior level administrators, provide names to Kara by Friday, July 29th. Kara will send an email to CAO's to mention the vacancy as well.

Sub-committee membership: Core 42, Adult Learners, Conference. Everyone needs to be on a sub-committee; chair has a seat on each sub-committee. Kara has set up Basecamp as a platform for COTA sub-committees; and can set up breakout rooms on WebEx.

Core42 – Roger, David, Roberto, Helen

Adult Learner – Gavin, New Person (MB's replacement), Christy

Conference – Ross, Lacey, Brooke

Discussion was presented about involvement and participation in COTA to have expectations from the beginning to be present in 9 of the 12 monthly meetings. Kara is also working on COTA standard operating procedures and potential succession plan. Redevelop the new member onboarding.

David Jones moves to accept sub-committees; Roger McMillan seconds. Kara will email out the sub-committee assignment.

Conference Discussion – Ross mentioned that other organizations are going to be moving back to in-person or hybrid models. Kara has put together information to consider for the conference. How do we encourage our colleagues at institutions to submit proposals. Discussion about branding COTA with a

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logo. Mentioned save-the-dates and call for proposals for other professional conferences (MCCA, MACADA, MACRAO, and the various administrative listservs). David mentioned that roundtables and panels can be good sessions.

Conference site comparison of Courtyard COMO, Capitol plaza JC, Broadway COMO and Doubletree JC based on 150 guests, 100 guests and 200 guests. David moves, Christy seconds to have the conference at Courtyard COMO. Discussion about NISTS Conference being 2/22-24 in Portland, OR so we may not want to conflict. Conference date discussion: 2/23, 2/24, 3/2 or 3/3. Discussion about having the conference in early March instead of late February. Roger McMillan moves, Christy Seawall seconds to have the conference Friday, March 3rd. Motion carries.

Conference sub-committee will work on: Draft and publicize CFP, Review session proposals, connect with potential speakers, Select Session Moderators, Provide Cahill with updates, as needed, for publication. Helen mentioned making connection with Dr. Joe Sallustio with Lindenwood University and the EdUp Experience podcast, he may be interested in coming to speak at COTA.

COTA Placemat 2022-2023 for the committee initiatives for COTA. Guide to help current chair cycle and next chair cycle; then develop a new placemat for the next years. Each subcommittee needs to draft a charter. Kara passed around a sample charter and is hoping to add these to Basecamp. This will help with the annual report.

Core 42 – DHEWD developments – has reached maturity, solid program with a large transfer library. Received legislative funding for IT upgrade. No funding to add additional staff to Core 42, so Alicia is about half time Core 42. Internal discussions about who governs the general education as they expand. So now wanting work with COTA's role in Core 42. COTA may be able to help provide input at the IT Project and be Champions of the IT Project. Ross asked if there is any information on the effectiveness of Core42 for transfer students. Right now, the state does not have the data. The purpose of Core 42 as a seamless transfer library was discussed as the original intent of Core 42.

MRT Op-In Verbiage - reviewed MRT survey results. Discussion regarding transfer students without the associate's degree and opting into MRT at the 4-year. Legal had approved some of the MRT statements, and Kara said they mentioned it to the CAO meeting. Feedback was that there would be additional workload to registrars and records to push the MRT. But they are not going to prevent us from having institutional buy-in to the MRT statement on their application process. MRT completion numbers are lower than expected. As a group, the challenge is to come up with other alternatives for advertising MRT to recruit additional students. Missouri State may pilot adding the MRT language to their application and then provide data in a year to perhaps sell it as a best practice.

COTA has a statutory requirement for an annual report. No annual report has been submitted since 2012. Need to catch up, add in that historical data to the 2022 report. Report needs to be filed with CBHE in December, meaning it needs to be ready in September for COMMs processing, approvals and to meet Board Book Inclusion deadlines. Conference report has been out regularly for the last few years.

Kara brought up the discussion around the Early Childhood MOU and whether we want to vote or have more discussion with Mike and Tracy from the last meeting. Some discussion was held about

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implementing the phase 1 approval (2 year agreement) versus phase 2 approval (4 year agreement).
Tabling for next meeting to determine more information and why the CAOs were not supportive.

For the next meeting in August, will discuss the Early Childhood MOU and some of the HLC regulatory information.

Next meeting, leave time at the end of the meeting for subcommittee breakouts and then start with committee updates to report back.

Tours with UMSL – which historically used to be a golf course!

Adjournment @1:23pm.