



KELCE
COLLEGE OF BUSINESS
Pittsburg State University

MINUTES

Kelce Leadership Team
November 30, 2021

Present: Din Cortes, Paul Grimes, David Hogard, Steve Horner, Lynn Murray
ITS Guests: Jeff Burns (via Teams), David Nance, Angela Neria, Tim Pearson

- I. ITS Update; Angela and ITS
 - a. New phone and data center upgrades are planned
 - a. Current telephone system is very old (1983) – not able to purchase replacement parts/new licenses because company is no longer supports; difficult to find anyone to work on current system; new system upgrade will be probably be an Avia system but will need to bid out; will gather data on what each area will require; decision at the end of the spring semester;
 - b. Replacing network switching in the data center and replacing some of the older wi-fi access points (higher capacity); plan is for upgrade of data center transmission rates to 100 GB system
 - b. Feedback on the new PSU Roadmap and the Degree Audit
 - a. CARES was initial launch for students to use Roadmap; launched in fall for students pre-enrolling for spring semester; will continue to improve system; system backs up all info
 - c. Search for new financial aid/student information system (SIS)
 - a. Many issues keeping our current system in-line with changes in federal rules and reporting; out-dated system where much must be done by hand
 - b. Recommending purchase of Oracle’s Financial Aid system after PSU group researched different systems; Scott Donaldson and IT rep are researching new SIS systems which will lower cost than buying a financial aid system and SIS separately; decision for choosing new SIS is “as soon as possible” according to the Provost
- II. Administrative
 - a. COVID Issues
 1. Omicron variant – everyone *should* now get booster
 2. Masks at Commencement – currently not required but monitoring, decision by next Tuesday
 3. Legislative special session – passed bill supporting employee rights to exemptions from the recent Federal mandate for vaccinations in firms doing business with the government
 - b. KBOR and Governance
 1. New Regents continue to express concerns regarding return on investment for programs; may implement a system-wide analysis
 2. President Scott met with Governor Kelly; lobbied for resources, particularly salaries
 - c. Campus Issues
 1. Faculty and staff parking fines; will now follow existing policy and start withholding overdue fines from paychecks
 2. Course definitions; revised by committee and passed yesterday by faculty senate; note that definitions will be used to *schedule* classes; not intended to describe teaching methods; see attached
 3. CTLT Advising Workshops; encourage faculty to participate in either the Master Advisor Training or the Advisor Introduction & Development (intended for new advisors) programs; see latest newsletter attached. Dr. Horner will remind faculty of these workshops.
 4. Administrative Assistants – corrections to pay to align with policies and create better equity in Academic Affairs; process proceeding with paperwork forthcoming to chairs and deans – raises should show up on 1st paycheck of 2022
 5. Business Studies major and Finance minor both passed Faculty Senate yesterday; major will now go before the Board of Regents for approval

- III. Kelce Faculty Searches – updates on International Business, Computer Information Systems, Management
 - a. IB – 4 applications; committee meeting today; review evaluations next week
 - b. CIS – six applications; will meet with committee soon; no deadline yet for first consideration
 - c. Management – 28 applicants; plan to have a decision made by March; phone interviews in January and start campus interviews at the end of January

- IV. AACSB Accreditation – ongoing
 - a. Participating Faculty definition – revisions to document needed to align with 2020 Standards – will send proposed edits out prior to holiday break; will vote at January faculty meeting
 - b. Risk Assessment – next steps; mitigation plans
 - c. Societal Impact – next steps; refinement of statement concerning “economic growth and development”

- V. Updates
 - a. AACR – Lynn Murray – placing ad in City of Pittsburg Map for PMBA program; move all Room #110 assigned GA’s to Room #111; use Room #106 for Dr. Murray’s Outreach students
 - b. DOBE – David Hogard – continuing to enroll students for spring semester
 - c. KGSB – Steve Horner – Computing minor, Management minor and Marketing minor are pending; waiting on Entrepreneurship minor; will bring past schedules and enrollment numbers to retreat on Friday along with current Faculty Qualifications assignment for each instructor
 - d. KUSB – Din Cortes – Chelsey will coordinate GA hiring/assigning processes; will bring course carousel for PMBA to Friday meeting; working on surveys; MBA grads reception on Friday, Dec. 10; Presidential Search committee is working with headhunter – met reps at most recent meeting – planning campus interviews in March
 - e. ADMIN – Mimi Morrison – students will be working over the semester break

- VI. Old Business
 - a. Future Course Schedules – mini retreat on Friday, 12/03
 - b. Kelce Holiday Lunch / Recognition of Don Baack’s retirement – Monday, 12/06

- VII. New Business
 - a. Request to replicate football survey (with Athletics/Jim Johnson) from about 10 years ago
 - a. Marketing Association might be interested; Dr. Murray’s class can also use it for a project. Between Dr. Lunde and Dr. Murray they should be able to proceed with this process.
 - b. Dr. Grimes will contact Jim Johnson and ask him to work with Dr. Lunde & Dr. Murray.
 - b. KLT working session on Friday afternoon from 1:00-4:00; room TBD

- VIII. Adjournment – 10:45 am

Dates to Remember:

- Final exam week begins, 12/06
- Fall Commencement, 12/10

Course Delivery Definitions

1. **In-Person (InP)** - Classes will be held in person as listed on the schedule.
2. **Hybrid (HYB)** – Class will meet in person and online. Check the class schedule for in person meeting dates, times and location.
3. **Online Asynchronous (WWW-A)** – Class meets 100% online using on-demand (asynchronous) digital course materials and tools.
4. **Online Synchronous (WWW-S)** – Class meets online using live (synchronous) technology. Check the class schedule for online meeting dates, times, required technology, and optional oncampus viewing locations.

CTLT NEWS

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Center for Teaching, Learning and Technology

November 2021

National Distance Learning Week

National Distance Learning Week is November 8th through November 12th. This is a free, virtual, week-long conference designed to generate awareness and appreciation for distance learning, highlight best practices, and discuss current issues and trends.

For more information and to register, see the [NDLW webinar series](#) webpage.

UDOIT Course Accessibility Checker



The [Universal Design Online Content Inspection Tool](#) (UDOIT) is now available in Canvas. This tool enables you to identify and resolve accessibility issues in your Canvas course. UDOIT will scan your course content, generate a list of accessibility issues, and provide guidance to help fix the issues. For more information, register for a UDOIT session today.

[UDOIT Course Accessibility Checker Sessions](#)

Sabbatical Showcases

The CTLT invites you to attend the Sabbatical Showcase presentations. This is an excellent opportunity to learn more about the research and enrichment outcomes sabbaticals provide.

[Sabbatical Showcase, Friday, Nov 12, 10:00-11:00](#)

Master Advisor Training –Restarted

On Monday, December 13th, take part in an all-day workshop and discover the skills of an effective and efficient academic advisor. Participants will receive a Master Advisor Certification upon completion. Participants must have three years of advising experience prior to registering. Registration is limited.

[Master Advisor Training, Monday, Dec 13, 8:45-3:15, Axe](#)

For those already MAT certified, information regarding re-certification will be sent out February 2022.

Advisor Introduction & Development –AID

In addition to MAT, the Gorilla Advising Academy is now offering a workshop designed for those who are going to be advising soon or who have been advising for less than 3 years. The Advisor Introduction and Development (AID) workshop includes advising basics as well as an overview of the new degree audit, road map, and resources in GUS Classic. AID will run concurrently with MAT in the basement of Axe Library. Registration is limited.

[Advisor Introduction & Development, Monday, Dec 13, 9:30-3:15, Axe](#)



[NDLW Webinar Series](#)

National Distance Learning Week
Register to attend free webinars

THANK YOU PRESENTERS!



Mark Johnson, presenter
Becoming an Invisible Teacher

MONTHLY CALENDAR

Be sure to review the professional development events hosted by the CTLT on **page two** of this newsletter. Or view our online event and registration calendars. We hope to see you this month in the CTLT!

[Event Registration](#)

[MAT Approved Sessions](#)

Contact the CTLT

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