



KELCE
COLLEGE OF BUSINESS
Pittsburg State University

MINUTES

Kelce Leadership Council
February 14, 2023

Present: Alex Binder, Din Cortes, Paul Grimes, Mimi Morrison, Lynn Murray

Absent: Chelsey Decker

Guests Present: Aaron Hurt, International Programs & Services

- I. Guest: Aaron Hurt, Director of International Programs and Services
 - a. Discussion of International Business
 1. There were large numbers of international students interested in the IB program in the past.
 2. International programs get many inquiries for international business – students may misinterpret this is where they need to start because of the word “international” according to Aaron.
 - b. Trends (see handout) and future options
 1. International Business undergraduate majors has decreased from 43 to 18 students between academic years 18-19 and 22-23
 2. Discussed keeping international business major
 - a. Central administration expectations for new programs entrepreneurship and supply chain
 - b. A couple of years ago we lost long-time advisor for IB due to retirement
 - c. Changing from major to minor probably wouldn’t disrupt the international student populations significantly
 - d. Study abroad program could be affected by changing from major to minor
 3. Another option is to combine international business and economics
 - a. Discussed about keeping IB as a concentration for the Business Economics degree that would be STEM designated; General consensus that this would be positive move for both
 - b. Consider curriculum moves to designate MBA as STEM for international grad students
 4. Opinion from International Programs is preference for something new and fresh rather than keeping the IB major program as currently structured.
 - a. Makes sense to make it a concentration under the Business Economics major; access to visa benefits for international students due to the STEM designation
 - b. Keeping the study abroad component will be important
 - c. Consider keeping an IB minor with the study abroad component
- II. Administrative
 - a. Campus
 1. Gift policy for employees being revisited; current limit is \$40; no gifts for student employees
 2. Provost and President started meet & confer process; 43 items on discussion list (see handout)
 3. Preferred name policy being reviewed; how to integrate student preferences into new systems – will point out to the faculty to use preferred names of students if given
 4. Ed McKechnie will continue as Special Assistant for Government Relations
 5. Reviewing EDC use by division; ≈70% in Academic Affairs
 - b. College
 1. Lots of press concerning building announcement; flurry of social media comments about parking led to front page story in the *Morning Sun’s* weekend edition
 2. Reception for Chris Fleury, this Friday, the 17th at 9:00 a.m. in #121; hosted in cooperation with College of Education
- III. Kelce Computer Labs
 - a. Need to determine the timing of consolidating South Lab into North Lab; coordinate with Pitt Cares schedule
 1. Discussed when to consolidate the labs – probably after Pitt Cares in June; CIS faculty have given no indication yet of deciding to move 221 computers to 103 lab which would provide more space
 - b. Arrangements with ITS staff – we will need to submit a ticket to ITS early to have this change completed before classes begin in the fall

- IV. Building Project
 - a. Next steps; aggressive agenda but specific milestones for timeline not yet laid out
 - b. Holly and Dean Grimes notified all donors with naming gifts last week; will visit to ensure wishes are met
 - c. Alumni Office to host Kelce Alumni and Friends Gorilla Gathering to discuss project, answer questions, raise excitement, and begin fund raising efforts; tentative date 02/27 (President, Provost, Dean Grimes and Shawn Naccarato will talk about the project)

- V. AACSB Accreditation Checklist of Upcoming Items
 - a. Finalize each faculty member's AACSB Qualifications and time devoted to mission
 - b. PRT Chair's pre-visit; Dean Robin Sronce agreed to April 13th and 14th (Thursday and Friday)
 - c. Peer Review Team visit date, November 5th throughout 7th
 - d. Risk Assessment – mitigation plans; Alex meeting with Nancy George to construct planning document – will meet next Thursday
 - e. Societal Impact – next steps; refinement of statement concerning “economic growth and development”
 - f. Starting work on Continuous Improvement Review (CIR) Report; working on updating tables

- VI. Administrative Updates
 - a. ADGSB – Din Cortes – finalized survey for business analytics task force and will send out soon; Graduate Curriculum and AOL meeting is today; working on BSQ; listed as one of the Best Business Schools in the Midwest for 2023 and Best online programs list for the Princeton Review; Chelsey is working on changes to PMBA admission requirements; Health Administration emphasis is still pending meeting with officials from Freeman hospital
 - b. ADMIN – Mimi Morrison – searching for student employee to work in the summer and beyond; 1 applicant so far for Admin position recently vacated; working on gathering and organizing faculty publications and putting together scholarship information for meeting next week
 - c. ADUSB – Lynn Murray – search committee for Director of Student Engagement met yesterday with one clearly acceptable candidate who will interview next week; Scott Donaldson from Admission and Gregor Kalan from University Marketing are visiting with the Kelce marketing team today to coordinate with the CRM system; she will be presenting/recruiting at St. Thomas Aquinas high school on Thursday; W@W group going to Topeka to visit with governor and legislators
 - d. DGBP – Chelsey Decker - absent
 - e. FC – Alex Binder – program review team met with Auto Tech last week – every prospective student who visits campus for a tour is offered a \$500 scholarship; discussed the possibility of offering scholarships to visiting prospective KCOB students – at current levels of student visits, this could potentially cost \$100K (not possible with current resources)

- VII. Adjourn – 10:20 a.m.

<p>Spring 2023 Dates to Remember:</p> <p>March 12 – Spring Break Begins March 13 – Mid-term grades due April 2 – Early Enrollment opens April 3 – Deadline for graduation applications April 3 – Last day to drop w/W April 7 – Kelce Awards Ceremony April 10 – Transfer Enrollment opens April 27 – Last day to withdraw May 1 – Dean Week begins May 8 – Finals week begins May 12 & 13 – Commencements</p>

Table 1: Kelce College of Business Enrollment by Program and Major, Five Year Trends

	2018-19	2019-20	2020-21	2021-22	2022-23
BBA					
Accounting	154	128	126	111	110
Business Economics	42	39	28	35	31
Business Studies*	-	-	-	-	8
Computer Information Systems	103	93	89	70	67
Finance	115	127	120	118	105
International Business	43	41	27	22	18
Management	302	258	227	226	233
Marketing	210	186	177	188	191
Total Undergraduate	969	872	794	770	799
MBA**	99	267	364	373	296
MPAcc	2	4	5	4	9
Total Graduate	101	271	369	377	305
Total College Enrollment	1,070	1,143	1,163	1,147	1,104

Source: GUS Classic System, Major/Minor Count. Data reflect all declared majors for the Fall semester of each academic year.

*New Degree opened in Fall 2022. Count represents Spring 2023 enrollment.

**Does not include students admitted to MBA but only enrolled in undergraduate foundation courses.

Table 3: Annual Number of Kelce College of Business Graduates by Degree Program

Program	2018-19	2019-20	2020-21	2021-22	2022-23
BBA					
Accounting	37	30	29	30	
Business Economics	7	9	1	8	
Computer Information Systems	14	17	26	22	
Finance	23	27	34	21	
International Business	6	8	3	9	
Management	76	75	55	51	
Marketing	28	36	19	35	
Total Undergraduate	191	202	167	176	
MBA					
General Administration	30	49	79	115	
Accounting	5	10	20	25	
Human Resources*	-	10	32	40	
International Business	7	8	17	21	
MPAcc	1	1	4	4	
Total Graduate	43	78	152	205	
Overall College Total	234	280	319	381	

Source: GUS Classic System, Past Graduates. Academic year data include graduates from Summer, Fall, and Spring academic terms.

*New emphasis first offered 2019-2020.

Meet and Confer Items for Discussion

DATE SHARED INITIALLY	ADMIN	KNEA	CATEGORY	ITEM
2/3/2023		X	Financial Issues	1 Faculty salaries
2/3/2023	X		Financial Issues	2 Budgeted goal for salaries – permanent budget line (COLA)
2/3/2023	X		Financial Issues	3 Change timeline for beginning negotiations – salaries addressed at/before beginning of negotiation process
2/3/2023	X		Financial Issues	4 Merit pay and promotion pay allocation: automatic, not negotiated each year (Which is related to but not the same as negotiated increases, both need to be addressed)
2/3/2023	X		Financial Issues	5 Travel funding (Redistribution of “left-over” funds)
2/3/2023	X		Financial Issues	6 Multi-year pool of money for salary adjustments/Salary compression (at both ends)
2/3/2023			Financial Issues	7 Retirement buyouts
2/3/2023	X		Financial Issues	8 Salary Enhancements
2/3/2023	X		Financial Issues	9 Funding Merit and Promotion Increments
2/3/2023	X		Financial Issues	10 Alleviating Salary Compression
2/3/2023	X		Summer Teaching	11 Identify clear date when faculty will receive summer contracts
2/3/2023	X		Summer Teaching	12 Add summer money to base pay
2/3/2023	X		Summer Teaching	13 Structure of Contracts and Compensation
2/3/2023	X		Promotion & Tenure	14 Notification of eligibility for tenure and promotion from Provost, not Chairs
2/3/2023	X		Promotion & Tenure	15 Need for a clear standard for formatting tenure and promotion dossiers; (Activity Insight—Now Faculty Success—problems: paper vs. electronic, formatting, consequences)
2/3/2023	X		Promotion & Tenure	16 Increase money received for promotion and tenure
2/3/2023	X		Promotion & Tenure	17 Revisit 2% limit for University Professor. Change to dollar limit?
2/3/2023	X		Promotion & Tenure	18 Nomination form (needed? verification of eligibility)/ schedule (third Friday/typo?)
2/3/2023	X		Promotion & Tenure	19 Due process for University Professor committee: Possible solutions might be term limits and larger pool of members
2/3/2023	X		Grievance	20 Right to grieve rating of individual areas (teaching, service, research) within faculty annual reports
2/3/2023	X		Grievance	21 Create grievance procedure for University Professor applications
2/3/2023	X		Other Provisions	22 Free faculty parking in Blue and Brown lots
2/3/2023	X		Other Provisions	23 Free use of rec center (+ remove references to pool in contract)
2/3/2023	X		Other Provisions	24 Release time for one member of bargaining team each year
2/3/2023	X		Other Provisions	25 Performance appraisal: faculty on sabbatical in spring semester should follow same goal- setting timeline (fall) as new hires
2/3/2023	X		Other Provisions	26 Work Assignments
2/3/2023	X		Other Provisions	27 Predatory Journals
2/3/2023	X		Other Provisions	28 Annual Performance Review
2/3/2023	X		Other Provisions	29 Add: Discipline section
2/3/2023	X		Other Provisions	30 Reference to Graduate and Continuing Studies
2/3/2023	X		Other Provisions	31 “Department” versus “Discipline”
2/3/2023	X		Other Provisions	32 Typos and formatting errors
2/3/2023	X		Other Provisions	33 Multi-year agreement
2/3/2023		X	Safety	34 Public health
2/3/2023		X	Safety	35 Threats and threat procedures
2/3/2023		X	Safety	36 Physical space (locking classroom doors, e.g.)
2/3/2023	X		Safety	37 Physical Space
2/3/2023		X	Other Issues of Concern	38 Concern about positions given to staff instead of faculty (Gorilla Gateway, Honors College, etc.) + non-tenure track graduate directors
2/3/2023		X	Other Issues of Concern	39 Is contract language in alignment with university reorganization/structure?
2/3/2023		X	Other Issues of Concern	40 For example, Page 50 footnote. Should also include CTLT
2/3/2023		X	Other Issues of Concern	41 With bigger departments (multiple programs), too many faculty ineligible for grievance committees (may be an example)
2/3/2023		X	Other Issues of Concern	42 Problem of Chair over multiple programs doing performance appraisals for disciplines about which they are not knowledgeable. (Definition of Chair has changed)
2/3/2023		X	Other Issues of Concern	43 Problems with standardized student rating instrument (SPTe replacement)