



KELCE
COLLEGE OF BUSINESS
Pittsburg State University

MINUTES

Kelce Leadership Team
March 21, 2023

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

I. Administrative

a. Campus

1. New web design rolling out this week; main landing page and Student Success will be first followed by Academic Affairs; rolling back editor permissions to maintain consistency (Chelsey will give heads up to AP for PMBA pages)
2. Realignment of Student Life due to Steve Erwin's upcoming retirement; VP position to be broadened into "Student Life and Enrollment Management" which will report to the provost
3. University Strategic Plan; has reached V19 – President writing "strategies" to be filled in by "initiatives"
4. Current university-wide initiatives from TAC input already starting; see handout – we are able to recommend adding faculty/staff members to these committees if desired
5. Issues with W-2 tax forms for non-resident full-time employees – discussion on who was affected
6. Complementary tickets for faculty will not be taxed next year (unless event is sold out)
7. Sustainability Council; Jon Bartlow stepped down and president is looking to reformulate group (see handout) – discussed potential representation from Kelce to replace Matt Lunde
8. KBOR Campus Visit, see handout – April 19 & 20; Dean Grimes and Dr. Davidsson will have roles in making presentation to the board
9. Provost Smith – walk-in visits on Fridays at 7:30 to 9:00 a.m.; all are welcome
10. President Shipp to bike across Kansas for scholarships; will begin week after commencement – very ambitious fund-raising goal for his trip

b. College

1. Welcome Holly Kent our new Director of Student Relations and Engagement; moving in and starting up this week; need to hire internship coordinator and student workers
2. Provost Smith requesting the number of failed faculty/staff searches over past few years
3. Gorilla Rising Project; this week's planned meeting canceled due to KBOR monthly meetings

II. International Business Program

a. Update from subgroup working to bring back proposal for further consideration?

1. Dr. Binder reported that they are working toward building an IB concentration under the Business Economics major – strategy is to use STEM designation to recruit international students; will continue to offer IB minor for all majors and explore option for a certificate.

III. AACSB Accreditation Checklist of Upcoming Items

- a. Finalize each faculty member's AACSB Qualifications and time devoted to mission; part-timers still to do (meeting will be set between Dean, AD's & Faculty Chair to finalize)
- b. PRT Chair's pre-visit; Dean Robin Sronce agreed to April 13th and 14th (Thursday and Friday). Need to finalize schedule for her visit.
- c. Peer Review Team visit date, November 5th through 7th
- d. Risk Assessment – mitigation plans; Alex meeting with Nancy George to construct planning document – Alex is working on finalizing the document and will review with KLT next week.
- e. Societal Impact – next steps; refinement of statement concerning "economic growth and development"
- f. Continuing work on Continuous Improvement Review (CIR) Report; working on updating tables – systems and data issues have slowed down writing

- IV. To do items:
- a. Schedule spring meeting of KBOA and develop agenda; spring meeting will be hybrid
 - b. Schedule computer labs consolidation and relocation of CIS specialty lab; will schedule these moves for July to be in effect for the fall
 - c. Revise College Bylaws to reflect new DSRE instead of DAACR
 - d. Development of Health Care Administration Emphasis for PMBA – proposed course descriptions have been sent to AP, creating three new courses which need to be legislated through Graduate Council – all will be 800-level courses – Paula Baker, Shelly Schorer, and Nicholas Baldetti are probable instructors
 - e. Annual Faculty Awards determination – will discuss eligible recipients at next meeting
 - f. Faculty Meeting/Faculty Awards Reception – May 8, 2023 (first day of Finals Week)
- V. Administrative Updates
- a. ADGSB – Din Cortes – submitted AACSB BSQ survey last week – got assistance from Melinda Roelfs and Tammy Higgins with numbers/tables; Business Analytics task force -- employer survey deadline was yesterday; Taiwan summer camp is moving forward – will invite 4 students from those who've applied (dates of camp - 6/26-7/13); COT Dean Search – first 20 applicants have been reviewed
 - b. ADMIN – Mimi Morrison - Awards ceremony on April 7; discussed signature on Outstanding Senior Certificates
 - c. ADUSB –Lynn Murray – recruiting dates – Lindsey Young will be here as an Outstanding Alum in April; 03/30 HS FBLA state conference in Topeka - sponsoring 4 events; 04/06 Olathe South visit; 04/15 Gorilla Showcase is Gorilla Rumble – Junior showcase; BGS induction ceremony on 04/07, Kelce picnic on 05/02
 - d. DGBP – Chelsey Decker – working with AP on new brochures for PMBA; MBA reception will be 05/12 in the Paul Bergant lobby at the Bicknell – invitations to go out this week; MBA advisement is ongoing; 13 GA openings for fall – 6 have already been hired; will be holding MBA info sessions on 04/03 & 04/04
 - e. DSRE – Holly Kent – she is getting settled into the office and will be making appointments with others on campus; will do training with David Hogard as time permits
 - f. FC – Alex Binder – meeting with faculty regarding annual performance appraisals; working on personnel matters; will start reviewing applicants for Admin position opening; working on risk mitigation for IB; taking economics students to Ottawa University for competition on 04/05/23
- VI. Adjourn – 10:45am

Spring 2023 Dates to Remember:

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 – Dead Week begins
 May 2 – Kelce Picnic
 May 8 – Finals week begins
 May 8 – Kelce General Faculty Meeting
 May 8 – Kelce Faculty Awards
 May 12 & 13 – Commencements
 May 17 – Final Grades due

University Initiatives - 2023

Project manager: Jamie Brooksher

Mission: love & invest in our people
build institutional IQ
solve campus problems

Action:
LT plan approval
Climate townhall exercise
1 pg drafts for each subcommittee to LT
All subcommittees ready to go

Due:
March 20
April 11
July
Aug/Sept

<u>Subcommittee:</u>	<u>Project sponsors:</u>	<u>Additional members:</u>	<u>Action:</u>	<u>Due:</u>
Recognition & kudos program	Lori Scott Dreiling Kate George	Shawna Witherspoon	Ongoing programming plan Make PSU best place in KS to work!	
Years of service & VOYA awards	Lori Scott Dreiling		Service ceremony for spring 2023 Ongoing programming plan	scheduled - March 29
Professional development	Angela Neria Susan Dellasega		Create annual calendar Put calendar into action Determine gaps & develop new programs	June/July Aug/Sept Dec
University Fellows	Jamie Rink		Create charge/template of program	May
Evaluation system & merit program	Lori Scott Dreiling Abby Fern	Jaime Dalton Barbara Winter Jim Johnson	Required evals for this year Determine merit process Determine eval system for future years	May May June/July
Onboarding/Offboarding program	Lori Scott Dreiling Angela Neria	Abby Fern	Determine process & timeline for both for all employees	

SUSTAINABILITY COUNCIL

The university's Sustainability Council will develop and facilitate the implementation of the institution's sustainability plan which includes environmental, economic and social components. This plan will be designed to address our goal to institutionalize the three spheres of sustainability into all university activities promoting academic excellence, student success, partnerships and innovation. The STARS (Sustainability, Tracking, Assessment and Rating System) framework developed by AASHE (the Association for the Advancement of Sustainability in Higher Education) will be utilized for guidance and strategic planning purposes. Additionally, the council will: provide advice and counsel to the President and President's Council, including specific actions and/or policy changes relating to sustainability; monitor the implementation of the university's sustainability plan, meeting quarterly with the President to discuss progress; encourage and endorse education programs and professional development opportunities that promote an increased understanding of the broader sense of sustainability and its importance to our campus community; advocate for resources to support university sustainability initiatives.

CHAIR/MEMBERSHIP	MEMBERS (2021/2022) Revised 4.20.21
Chair, Advancement Division	Jon Bartlow, Chair jbartlow@pitstate.edu
Membership includes:	
Academic Affairs Division	Christine Brodsky, Marc Daczewitz, Rick Hardy, Catherine Hooey, Traci Hughes, Della Lister, Jason Lloyd, Matthew Lunde, Alica Mason, Erik Mayer, Goldie Prelogar
Administration & Finance Division	Jason Manderscheid, Tonya Pentola, Elliott Rowland, Lindell Haverstic
President's Division	Jim Triplett
Student Life Division	Emely Flores, Christopher Hawk, Brian Schulz
Student Representatives	TBA TBA

PSU - Kansas Board of Regents campus visit
 April 19-20, 2023

<u>Time:</u>	<u>Event:</u>	<u>Location:</u>	<u>Topic:</u>	<u>Host/speakers:</u>	<u>Title:</u>	<u>Invited:</u>
Hotel info:		Hampton Inn & Suites 1285 US 69				
Tues, April 18						
6:00 PM	COPs/COCAO Dinner	Crossland House 515 E. Ford		Dan Shipp Howard Smith	President Provost & VP - Academic Affairs	COCAO + COPs
Wed, April 19						
5:15 PM	Bus to Crossland Family University House					
5:30 PM	Dinner	Crossland House 515 E. Ford	Campus history	Randy Roberts	Dean of Library Services	Leadership Team ✓
6:45 PM	Bus to Bicknell Family Center for the Arts					
7:00 PM	PSU Jazz Concert	Bicknell Center 1711 S. Homer				Leadership Team ✓
8:00 PM	Evening ends					
Thurs, April 20						
8:30 AM	Bus pick up at hotel					
8:45 AM	Bus pick up at KPRC					
9:00 AM	Breakfast	Block422 Community Room 402 N. Broadway	Strategic Plan development process Student Success Center creation *Pillar 1, 2, 3, MISS	Dan Shipp	President	Leadership Team ✓ SGA Leadership morning session speakers
9:30 AM	Presentation	Block422 Community Room	Micropolitan initiatives *Pillar 2, 3	Shawn Naccarato Wes Streeter Michael Davidsson Daron Hall Jay Byers Blake Benson	Chief Strategy Officer Deputy Strategy Officer Associate Professor - Economic City Manager Deputy City Manager President - Pittsburg Area Chamber of Commerce	same
10:15 AM	Break					
10:30 AM	Presentation	Block422 Community Room	College of Business/Gorilla Rising *Pillar 1, 2, 3	Howard Smith Shawn Naccarato Paul Grimes	Provost & VP - Academic Affairs Chief Strategy Officer Dean - Kelce College of Business	same
11:15 AM	Break Walk to Brick+Mortar					
11:30 AM	Lunch	Brick+Mortar 401 N. Broadway	General discussion			Student Leadership

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