



**KELCE**  
**COLLEGE OF BUSINESS**  
Pittsburg State University

**MINUTES**

Kelce Leadership Council

2:00 p.m. – Room #121

February 28, 2024

**Present:** Alex Binder, Sang Lee, Paul Grimes, Holly Kent, Anil Lal, Mimi Morrison, Mary Judene Nance, Wei Sha, Larry Woodward

**Absent:** Din Cortes, Chelsey Decker, Mary Jo Goedeke, Jenni Hall, Lynn Murray, Melissa Weed

- I. Dean's Updates
  - a. EVP Council and Leadership Council –
    - i. Executive Vice President and Provost Search – first consideration date is March 1; committee will begin screening soon after; selection of first-round interviewees immediately after spring break; however, still time to submit names to search committee representatives or to Paul and Mary Carol
    - ii. KNEA initiated study group to examine the campus-wide role of “Program Coordinators” and the diversity of compensation; Dr. Grimes to represent the academic deans
    - iii. Professional Development accounts; Bryronni distributed balances; large balance carry-forwarded each year; some have been dormant for a decade; encourage spending; may consider time limits on use of funds for inactive accounts
  - b. Pitt State Service Awards Ceremony is Thursday at Bicknell; reception open at 1:30 p.m. with program starting at 1:45 p.m.; Five Kelce honorees this year – Dwight Strong (25), Shipra Paul (20), Linden Dalecki (15), Michael McKinnis (15), and Michael Davidsson (10); also, Sue Ann Barnes (40)
  - c. No major news from AACSB Deans Conference; a “special announcement” will be made at ICAM in April; likely to be a longer accreditation cycle for previously successful schools – AACSB discussed survey of business school deans – many deans felt like the 5-year cycle for accreditation is too short – no clues yet about how the process around a longer cycle would work or how long it would be
  - d. Dean Grimes will be on personal vacation before and during spring break 03/07 through 03/17
- II. Appointments and Opportunities
  - a. Satisfactory Academic Progress Appeals Committee Representative; see attachment; discussed rep for committee – will check with Dr. Binder to find a rep for this committee
  - b. 2024-2025 Graduate Council Representatives; see attachment – four appointments needed! Dr. Binder will look to find additional faculty reps for the Graduate Council.
  - c. Fulbright Outreach Fund opportunity – host visiting speakers; discussed attachment on Fulbright opportunities for US Institutions – Scholar-in-Residence program; PCs were asked to see if there are faculty interested in securing funds for this type of program.
- III. Administrative Area Updates
  - a. ADGSB – Din: no report; absent
  - b. ADMIN – Mimi: asked KLT about distributing spreadsheets of each scholarship list of applicants meeting criteria via email so all can view the applicants and manipulate the lists the way they prefer. KLT who were in attendance indicated they would prefer looking at the lists of applicants on their own computers in spreadsheets. Mimi will distribute those lists prior to the scholarship selection committee meeting on March 6.
  - c. ADUSB – Lynn: no report; absent (in class)
  - d. DGBP – Chelsey: absent (promoting MBA at MSSU career fair); Mimi reported for Chelsey that the first consideration for fall GA positions is this Friday, 3/1; she’s planning to visit classes after spring break for her semester MBA Information workshops; PMBA applications continue to come in every week; traditional MBA advising is currently taking place with lots of students enrolling; approving many MBA petitions to graduate this spring in both the traditional and online MBA.

- e. DSES – Holly: W@W luncheon will be 3/29; hoping to have 100 people attending; keynote speaker will be Lindsay Young, alumnus who has her own marketing firm; working on spring admissions into Kelce; medallions and cords have been ordered for Outstanding Faculty, Kelce Scholars & Outstanding Seniors.
- f. FC – Alex: delivering annual performance appraisals to tenure earning faculty by Friday and meetings will take place after that along with discussion of goals and objectives and expectations for next year; non-tenure earning faculty appraisals will be completed later; working on report describing his takeaways from the Department Chairs Conference he attended earlier this month in Indianapolis.

#### IV. Program and Outreach Coordinators Updates

- a. Accounting – Mary Jo: no report; absent (personal) – group noted that the Vita program is in full swing for tax season
- b. Business Economics/International Business – Anil: - stated that he has seen much confusion about what qualifies as an internship; he received input and clarification from Dr. Murray and Dr. Binder in order to update the required form he uses for Economics major internship requests.
- c. Business Studies – Holly: no movement taken yet on the Business Education certificates
- d. Computer Information Systems – Wei: DSIS major – new program title of DSIS is very important for growing the program; there are currently 39 majors and not expecting big increases over time, but hoping to have 50 by the fall; need help in promoting major from everyone; working with Dr. Murray on promotions for program – flyers, brochures, social media platforms; we now have one major in DSIS, one minor in data science and one minor in information systems; discussed offering either a certificate or an emphasis in data science for the MBA; the data science emphasis for MBA students seems to be the best way to go.
- e. Finance – Larry: Dr. Shum and the finance club are going to New York to the finance district later in March.
- f. Management – Sang: International Programs is exploring a new joint program with a Korean university (Woosong) – it is a 2+2 dual degree program; students would take general education courses in Korea and then major courses either online or at Pitt State for final semester(s); the university is interested in science, technology, business, and software engineering areas
- g. Marketing – Mary Judene: Marketing Association – joining the AMA would entail graduate students being charged a professional fee; per email to Marketing Association Advisor, Phillip Frank, the student Marketing Leadership Team is asking that there be a Collegiate Chapter of AMA at Pitt State; club is planning to go to KC to visit an agency; internships – questions on duties for proposed internship positions.
- h. Internships – Melissa: absent; Holly reported the following: 10 total students doing internships this semester; need more students for summer internships; Career Development has requested help promoting their career fair on 3/7; FBLA qualifying event was very successful this weekend – many students from Kelce qualified for nationals.
- i. Development – Jenni: no report; absent (personal)

#### V. Curriculum

- a. DSIS; name changed approved by KBOR
- b. Entrepreneurship; update from Lynn – no update; absent
- c. Supply Chain and Industrial Distribution; need to determine next steps and start the paperwork
- d. Internship Courses; harmonization of internship course description; working group prepared proposed wording; see attachment – per Holly, Dr. Grimes' GA (Andrew) pulled the catalog descriptions for all internship courses across the college's disciplinary areas – a review revealed inconsistencies in descriptions across the disciplines; a standardized course description is needed to establish uniform expectations across all areas for students and employers; examples of undergraduate and graduate course descriptions were discussed; internships should be major-specific with students working in their field at a professional level; next step is for Holly & Melissa to meet with PCs and tasked with coming up with a rubric to ensure internship work expectations are consistent across all disciplines in the college; lengthy discussion on the role and importance of internships within the college curriculum and other requirements

- VI. Personnel
- a. Searches
    1. Accounting (TE); completed; verbal acceptance; awaiting official appointment from president
    2. Analytics (NTE); two finalists chosen; on-campus interviews upcoming – all are invited to attend
  - b. Forthcoming Vacancies Replacements
    1. Economics (NTE); Visiting one-year position; paperwork starting
    2. Marketing (NTE); Temporary two-year position; description being written, Position number is now set up
    3. Economics (TE); on hold until next year
  - c. Revised and New w/EDCE
    1. BERC; formalization of Director's position to 12-month appointment; decision made to implement with start of new fiscal year – July 1<sup>st</sup>
    2. BERC; Data Analyst; awaiting PD approval (new)
    3. BERC; Econometrician; awaiting PD approval (new)
    4. Entrepreneurship Coordinator; PD approved, and position number now assigned
- VII. KCOB Strategic Planning
- a. Working through items that will carry-forward from previous plan; next up will be new initiatives
- VIII. Old or New Business - none
- IX. Adjourn – 3:45 p.m.

**Spring Dates to Remember:**

- March 2: Spring Rumble in the Jungle
- March 10: Spring Break begins
- March 11: Mid-term grades due
- April 1: Deadline for spring and summer graduation applications
- April 1: Last day to drop a course
- April 7: First day of pre-enrollment for summer and fall
- April 25: Last day to withdraw from school
- May 3: Kelce Awards Ceremony
- May 6: Kelce Faculty Awards
- May 6 through May 12: Finals Week
- May 10 and May 11: Commencements
- May 15: Final grades due

### **Undergraduate Internship (1-6 hours)**

An approved, supervised professional work experience in an appropriate field. May be completed at for-profit companies, non-profit organizations, government agencies, and schools. One credit hour is earned for every forty work-hours completed. Students must enroll in the course during the same semester in which the internship occurs. Permission of instructor required.

### **Graduate Internship (1-6 hours)**

An approved, supervised advanced professional work experience in an appropriate field. May be completed at for-profit companies, non-profit organizations, government agencies, and schools. One credit hour is earned for every forty work-hours completed. Students must enroll in the course during the same semester in which the internship occurs. Permission of instructor required.

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### **Satisfactory Academic Progress Appeals Committee Representative**

Michael Woodrum <mwoodrum@pittstate.edu>

Tue 2/27/2024 12:18 PM

Paul Grimes <pgrimes@pittstate.edu>

Good afternoon, Dr. Grimes,

In order to have adequate representation on the Satisfactory Academic Progress (SAP) Appeals Committee, we need a representative from the Kelce College of Business. It can be anyone that you choose (or who has an interest in serving) from the COB. The committee typically meets in-person 3 times per year, usually in early January, late-May, and early August to review and make a decision on the SAP appeals. The committee may also meet virtually up to an additional 3 times per year. There is no time frame for serving on the committee, members serve as long as they wish to continue.

Students receiving Federal Financial Aid at PSU must maintain SAP standards in order to receive aid, and if they fail to meet those standards, they are put on suspension. They have the opportunity to appeal that suspension, and this committee reviews those appeals and decides whether to approve or deny them.

If possible, please send me the name of the COB representative by March 31<sup>st</sup> so that we can prepare them for the May meeting.

If you or anyone interested has any questions, please reach out to me.

Thank you,

Michael Woodrum  
Assistant Director  
Student Financial Assistance  
Pittsburg State University  
Phone: 620-235-4242

## 2024-2025 Graduate Council Representatives

Lisa Allen <lallen@pittstate.edu>

Thu 2/22/2024 12:08 PM

To: Bobby Winters <bwinters@pittstate.edu>; Troy Comeau <tcomeau@pittstate.edu>; Christopher Childers <rchilders@pittstate.edu>; Susan Marchant <smarchant@pittstate.edu>; Cheryl Giefer <cgiefer@pittstate.edu>; Tim Flood <tflood@pittstate.edu>; Bienvenido Cortes <bcortes@pittstate.edu>; John Opplinger <joppliger@pittstate.edu>; Robin Blair <rblair@pittstate.edu>; Cherona Hicklin <chicklin@pittstate.edu>; Greg Murray <gmurray@pittstate.edu>; Andrew Klenke <aklenke@pittstate.edu>  
Cc: H W Smith <hwsmith@pittstate.edu>; Mary Carol Pomatto <mpomatto@pittstate.edu>; Paul Grimes <pgrimes@pittstate.edu>; Jim Truelove <jtruelove@pittstate.edu>; Judy Smetana <jsmetana@pittstate.edu>

Department Chairs/Directors/Associate Deans,

It is time to elect members from each department/school to serve on the Graduate Council for the 2024-2025 academic year (September 2024 – July 2025). Please contact me by **March 15, 2024**, to let me know who your representative(s) will be. A list of the current Graduate Council membership can be found at this link: <https://www.pittstate.edu/graduate/graduate-council.html>

For the 2024-2025 academic year, the departments entitled to additional representatives are:

### 2 Representatives:

Health, Human Performance and Recreation

Psychology and Counseling

School of Automotive and Engineering Technology

### 4 Representatives:

Kelce Graduate School of Business

Teaching and Leadership

School of Technology and Workforce Learning

**All 2024-2025 representatives must be present at the April Graduate Council meeting Wednesday, April 10, 2024 at 3:00 p.m. in the Meadowlark Room of the OSC to elect new officers for the coming year. Please make sure that your new representative(s) is aware of this meeting.**

According to the Constitution and Bylaws of the Graduate Council, the Graduate Council shall be composed of graduate faculty from each department/school offering a graduate degree program. Additional representation from departments/schools is based on the number of students graduating during the previous calendar year. Departments/Schools with 25 or more students are entitled to a second representative and a third representative with 50 or more students graduating. Departments/Schools are entitled to one additional representative for each degree program with 40 or more students graduating. No department/school will have more than six representatives on the Council.

The Graduate Council meets monthly, September - December and February - July, on the second Wednesday of the month at 3:00 p.m. The December and May meetings are typically scheduled a week earlier (during Dead Week) to accommodate approving students for graduation.

Feel free to contact me if you have any questions.

Thank you,

**Lisa Allen**

Assistant Registrar for Graduate Studies

Pittsburg State University

620-235-4218



## Fulbright Opportunities for U.S. Institutions

Fulbright Scholar-In-Residence Program <sir@iie.org>

Thu 2/22/2024 3:13 PM

To:Paul Grimes <pgrimes@pittstate.edu>



### Fulbright Opportunities for U.S. Institutions

You are receiving this message because we would like you to know about specialized Fulbright Scholar Programs tailored to the needs of U.S. Institutions to enhance your internationalization efforts on campus and your surrounding community. Consider sharing with colleagues and/or applying to the following ongoing Institutional competitions.

#### The Fulbright Outreach Lecturing Fund (OLF) Program

The Fulbright [Outreach Lecturing Fund \(OLF\)](#) provides funding for campuses to host [Fulbright Visiting Scholars](#), already in the United States, for short-term speaking engagements, at U.S. Institutions of Higher Education outside of their primary host community. The OLF award is designed to enrich both institutions and Visiting Scholars through lectures that will promote academic disciplines and cultural understanding. Additionally, the OLF seeks to build relationships and partnerships with institutions that are currently underrepresented within the Fulbright Program to promote future opportunities.

The OLF program is a great way to initiate involvement with Fulbright as it is a short-term award. The typical OLF visit is 2-5 days long, with the scholar completing guest lectures, cultural events, and other similar engagements on and off campus. The OLF award covers the scholar's direct roundtrip airfare, a modest airport transit allowance, and a per diem meals and incidental expenses allowance.

The OLF program accepts applications on a rolling basis throughout the year. Begin an OLF application [here](#). A list of the eligible Fulbright Visiting Scholars that institutions can apply to host for an OLF visit can be found [here](#).

For any inquiries about the OLF program, contact us at [OLF@iie.org](mailto:OLF@iie.org).

#### The Fulbright Scholar-In-Residence (S-I-R) Program

The Fulbright [Scholar-in-Residence \(S-I-R\) Program](#) is now accepting applications to host an international scholar in the 2025-2026 academic year for a semester or full academic year to support campus internationalization goals. S-I-Rs work across departments and curricula to enhance an international program, develop new world area studies programs or add an international dimension to coursework.

The Fulbright Program provides J-visa sponsorship, travel, and modest living stipends to scholars who enhance internationalization efforts at diverse U.S. institutions through:

- Teaching courses
- Curriculum development
- Cross-campus activities
- Developing exchange partnerships
- Community engagement

Interested? Join us at one of our upcoming live webinars:

- **March 12, 2024 at 2pm ET:** [S-I-R Host Impact Panel - S-I-R Opportunities for Community Colleges and Minority Serving Institutions](#)
- **May 3, 2024 at 2pm ET:** [Scholar-in-Residence 2025-2026 Application Q&A – Last Call](#)

Begin your S-I-R Institutional Host application for 2025-2026 [here](#). The application will close on **June 3, 2024, 5:00pm EDT**.

Please contact [SIR@iie.org](mailto:SIR@iie.org) for more information.

We thank you for your continued work towards educational internationalization and look forward to working with you in the future.

The Fulbright Team at the Institute of International Education (IIE)



This email was sent to [paul.grimes@pittstate.edu](mailto:paul.grimes@pittstate.edu) by Fulbright Scholar-In-Residence Program. [Unsubscribe](#) from The Institute of International Education (IIE).