

MINUTES

Kelce Leadership Council

3:30 p.m. – Room #121

October 29, 2024

Present: Alex Binder, Chelsey Decker, Paul Grimes, Holly Kent, Lynn Murray, Mimi Morrison, Mary Jo Goedeke, Anil Lal, Wei Sha, Larry Woodward, Sang Lee, Mary Nance, Melissa Weed, Jenni Hall; **Absent:** Sang Lee, Paul Grimes

- I. Dean's Administrative Update
 - a. Provost's Academic Leadership Council met yesterday –
 1. Institutional Risk Assessment – KBOR initiative; Susan collecting lists from deans concerning risks to Academic Affairs; wants both university-wide and college-level risks; "landscape" higher level operational risks categorized by degree of likelihood and degree of impact; wants input from college leadership teams
 2. Campus Master Planning – will be conducting in-house; not just a facilities planning but to include a deep dive into programs (what to keep and grow, what to drop, what to add); develop process to monitor progress and implementation over time
 3. First formal meeting between Susan and KNEA bargaining team this week; will receive Interest Based Bargaining training from FMCS early next spring prior to negotiations.
 4. Susan is initiating a "book club" with the deans; first book is *Right Thing, Right Now* on stoic philosophy
 - b. President requested that Paul meet with him and Susan about "academic programming"; discussion centered around new "signature" ideas to take advantage of our forthcoming move downtown; Dean Grimes presented the "exploratory internship" idea, formal creation of professional development program for local businesses, a tracked student engagement and success program, and opportunities for living-learning communities, etc.
 - c. Inactive Courses – see attached list; need to identify those that can be removed from current catalog; discussion and suggestions – will review and bring back those that need to be removed
 - d. Webpage checks; any error/corrections/update issues from the program areas?
- II. Program and Outreach Coordinator Updates
 - a. Accounting – Mary Jo: working on VITA - ready to go for next semester; working on legislation for masters programs; accounting/finance search is still on hold
 - b. Business Economics/International Business – Anil: current and former econ and finance faculty came to Kelce today for pizza get-together
 - c. Business Studies – Holly: working through combinations & career paths
 - d. Decision Science & Information Systems – Wei: DSIS is keeping him busy since it's a young program; waiting on CS for their legislation to before making changes to DSIS; would like to see a data science program in the traditional MBA as well as the PMBA; need to update descriptions for courses to make sure everything is coherent; met with academic advisors last week
 - e. Finance – Larry: had a guest speaker come speak from the Office of the Comptroller (they are hiring); tomorrow Phil Minton from Jock's Nitch is speaking to student organization; completed raising funds for this year's trip
 - f. Management – Sang: absent
 - g. Marketing – Mary Judene: new marketing instructor (Chandler Davidson) will begin in the spring semester
 - h. Internships – Melissa: has had between 15-25 students interested in internship program; Internship reception will on November 4 at the Bicknell; more funding for micro internship programs now available from the state – up to 5 projects - closer to \$3,000 which is double what we've been getting; most opportunities are remote
 - i. Advancement/Development – Jenni: accepting nominations for alumni awards through December 1 – encouraged to nominate; talking about new scholarship for the business education program; goal for new scholarships is to make them less restrictive; golf tourney was October 7 – great turnout – 26 teams, 104 golfers, record profit, 15th year; Explained and discussed the differences in the various Alumni Association Awards:
 - Meritorious Achievement Award; based on career achievement, for alumni who graduated at least 25 years prior to their nomination.

- Dr. Kenneth Bateman Outstanding Alumni Award; for individuals who have demonstrated significant professional growth and advancement since the completion of their degree. Intended for those individuals who graduated at least 10 years ago – for those nominees with more than 25 years since graduation they are considered in the Meritorious Achievement category.
 - Dr. Ralf J. Thomas Distinguished Service Award; candidates who have rendered significant volunteer service to Pitt State.
 - GOLD Alumni Award; formerly the Good Apple Award, to recognize outstanding graduates within 10 years of graduation.
- j. Kelce Advisors – Ashlee Wilbur, Jennifer Lawrence, Janelle Cowan – introduced themselves to KLC; discussed a few curriculum issues

III. Administrative Area Updates

- a. ADGPB – Chelsey: applications for SP25 GA positions are now open – 4 FT and a few part time – deadline to apply is November 15; faculty will review names before position is offered to student; will be having a thank you for GA's who have been doing a great job; discussed GA semester project – November 19 will be presentation; 2nd fall session of PMBA now underway; discussed dual degree/exchange programs – met with constituents; MBA advising is on-going; taking on doing some surveys; Graduate Council meeting is tomorrow with several courses being discussed; MBA commencement reception is being planned
- b. ADMIN – Mimi: no report
- c. ADUSB – Lynn: no report
- d. DSES – Holly: training on faculty-led trips abroad with Chelsey – share with faculty (study abroad course); admitted 60 students to KCOB so far this semester; there are 11 students with admission concerns
- e. FC – Alex: Programs need to consider where the newly numbered internship courses fit into the program's major/minors. Any other changes should also be considered/added at this time so that we aren't submitting changes too often. Please meet and let him know what you decide before the end of the term.

IV. Curriculum Updates

- a. Area of Concern: Undergraduate Excel proficiency; revisit certification requirement in DSIS 130 – discussed revisiting this proficiency certification
- b. Programs (Degrees, Majors, Minor, Emphases)
 - 1. Human Resource Development BBA and MS
 - 2. Supply Chain Management BBA (in cooperation with CCOT's BS in Industrial Distribution)
 - 3. Entrepreneurship Minor within Management BBA
 - 4. Business Education pathway within Business Studies BBA – working toward offering this emphasis as a certificate program in cooperation with the College of Education
 - 5. Regional Economic Development emphasis for MBA
- c. Courses
 - 1. Internship – revisions/updates and new
 - 2. Entrepreneurship – new

V. Personnel Updates

- a. Hiring Updates - Faculty
 - Assistant Instructional Professor of Marketing (NTE) – Chandler Davidson accepted offer; will start SP25
 - Assistant Instructional Professor of Accounting and Finance (NTE) – awaiting provost's decision
 - Assistant Professor of Economics (TE) – Teams site opened by HR; ad in JOE forthcoming
- b. Transferring Faculty from COT
 - Two senior tenured faculty – awaiting notification of salary lines
 - One junior untenured faculty; request submitted to provost to modify from NTE to TE
- c. Hiring Updates – Professional Staff
 - Entrepreneurship Coordinator – applications being accepted
 - Assessment and Accreditation Coordinator – 3 Zoom interviews with candidates this week
 - Econometrician (with EDCE, now RED) – job posted and applications being accepted
 - Data Analyst (with EDCE, now RED) – job posted with large number of applications being received; ad in JOE forthcoming

VI. Old or New Business - none

VII. Adjourn – 4:35 pm

Fall Dates to Remember:

November 4 – Last day to drop a single course

November 10 – Early Enrollment begins

November 22 – Last day of classes before Fall/Thanksgiving Break

November 25 – Last day to withdraw from semester

December 2 – Classes resume / Dead Week begins

December 9 – Finals Week begins

December 13 – Semester closes

December 13 – Commencement @ 8:00 p.m.

December 17 – Final Grades Due to Registrar's Office