



KELCE
COLLEGE OF BUSINESS
Pittsburg State University

MINUTES

Kelce Leadership Council
8:00 a.m. – Room #121
November 5, 2024

Present: Alex Binder, Chelsey Decker, Paul Grimes, Holly Kent, Lynn Murray, Mimi Morrison

- I. Dean's Administrative Update
 - a. Provost's Academic Leadership Council met yesterday –
 1. Latest new edition of the *Pitt State Factbook* will be issued next week
 2. Student Success Center; more turnover with three advisors departing; PAL providing letter to Heather about concerns
 3. Sabbaticals; Susan has concerns about several applications; strict interpretation of KNEA contract guidelines; will review specific applications with deans
 4. Campus Master Planning; Dr. Grimes serving on Academic Affairs sub-committee with the first meeting at noon today at CTC
 - b. Meeting with architects this afternoon via Teams; Mat has planned regular meetings every two weeks going forward beginning November 20th
 - c. Dr. Grimes working with Jenni to craft holiday card and letter to donors; update building news; meeting with Kathleen and Becky next week to discuss next steps
- II. Administrative Area Updates
 - a. ADGPB – Chelsey: application deadline is Nov. 15 for spring GA applications – faculty will have access to applications; will give appreciation cupcakes to current GA's; commencement reception will be from 5-6 p.m. on December 13 – invitations will go out this week; working on AACSB surveys; DSIS curriculum paperwork to graduate council last week
 - b. ADMIN – Mimi: out next Tuesday morning
 - c. ADUSB – Lynn: Honors College has a recruiting event this week (Wednesday) – Trip and Tucker will assist; issue with advising first-year students to take specific classes as part of the KCOB Learning Community – trying to remedy this with Heather and Kati in advising
 - d. DSES – Holly: course fee deadline is January 3, 2025 (Business Professionalism course); discussion on how much the fee should be – calculations suggested that \$50 should cover costs of etiquette luncheon and other special course-related events; Holly will prepare paperwork
 - f. FC – Alex: curriculum updates; see below
- III. Curriculum Updates
 - a. Area of Concern: Undergraduate Excel proficiency; revisit certification requirement in DSIS 130 – PC's were asked to talk to their faculty about doing this – positive comments – Alex will explore costs for licensing certification exams; discussion about whether to include certification in DSIS 130 or to make it part of the first Business Analytics course; will discuss further
 - b. Programs (Degrees, Majors, Minor, Emphases)
 1. Human Resource Development BBA and MS – in college curriculum folder, needs to go to FS folder this week; discussed needed signatures and sequence of steps
 2. Supply Chain Management BBA (in cooperation with CCOT's BS in Industrial Distribution) – in college curriculum folder – also needs to go to FS folder this week with signatures
 3. Entrepreneurship Minor within Management BBA – in college curriculum committee folder
 4. Business Education pathway within Business Studies BBA; no update
 5. Regional Economic Development emphasis for MBA; no update

- c. Courses
 - 1. Internship – revisions/updates; new course proposals will move forward; need approval and then each BBA program of study must be edited to include new course numbers; incorporate into university catalog
 - 2. Entrepreneurship – new; need to combine separate files within the system folder for FS review and approval

- IV. Personnel Updates
 - a. Hiring Updates - Faculty
 - Assistant Instructional Professor of Marketing (NTE) – Chandler Davidson awaiting offer letter
 - Assistant Instructional Professor of Accounting and Finance (NTE) – awaiting provost’s decision
 - Assistant Professor of Economics (TE) – ad in Job Openings for Economists (JOE) should appear later this week
 - 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 currently being accepted
 - Assessment and Accreditation Coordinator – Finalist interviewing on campus tomorrow
 - Econometrician (with EDCE, now RED) – job posted and applications being accepted
 - Data Analyst (with EDCE, now RED) – screening of job applicants on going

- V. Old or New Business – none

- VI. Adjourn 9:00 am

Fall Dates to Remember:

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 9 – Kelce Holiday Party
December 13 – Semester closes
December 13 – Commencement @ 8:00 p.m.
December 17 – Final Grades Due to Registrar’s Office

Kelce – Macro Risk Concerns

Operational and Financial Risks:

- Inability to maintain a stable enrollment count at the targeted level over the long-run
- Inability to sustain a secure state appropriation over the long-run at inflation-adjusted levels
- Long-term erosion of highly-qualified faculty and staff due to current salary structure and performance reward systems
- Inertia and hesitancy to adjust to changes in the public's expectations of higher education due to demographic, political, and economic factors
- Weather-related events that severely damage or destroy campus infrastructure

KGSB: Graduate Assistant Hiring Timeline

Interview Committee: Chelsey Decker, Holly Kent, Kaitlynn Lee

Application open on Handshake	Target Date: Wednesday, October 16, 2024 Administrator: Kaitlynn Lee
Application Deadline Applications sent to Interview Committee	Target Date: Friday, November 15th, 2024 Administrator: Kaitlynn Lee
Review Applications and send list of applicants to faculty	Target Date: November 18-22 Administrators: Chelsey Decker, Holly Kent, Kaitlynn Lee
Interviews	Target Date: December 2-6 Administrators: Chelsey Decker, Holly Kent, Kaitlynn Lee
Decision to Applicants	Target Date: Wednesday, December 11, 2024 Administrator: Chelsey Decker
Applicant acceptance/denial	Target Date: Friday, December 13, 2024 Administrator: Chelsey Decker
Appointments in GUS	Administrator: Kaitlynn Lee