

MINUTES

Kelce College General Faculty Meeting
3:00 p.m., Friday January 21, 2022
Kelce Auditorium and Online via Zoom

Present: Alex Binder, Amy Cussimano, Michael Davidsson, Chelsey Decker, Kylie Edgecomb, Chris Fleury, Chris Fogliasso, Paul Grimes, David Hogard, Steve Horner, Sang-Heui Lee, Fang Lin, Mimi Morrison, Lynn Murray, David Newcomb, Irene Robinson, Dwight Strong, David Weaver, Gail Yarick

Present on Zoom: Jae Choi, Maeve Cummings, Linden Dalecki, Lori Dreiling, Mary Jo Goedeke, Holly Kent, Anil Lal, Justin Lallemand, Choong Lee, Matt Lunde, Mary Judene Nance, Lisa Paterni, Melissa Payne, Theresa Presley, Wei Sha, Connie Shum, Mary Wachter

Absent: Ashlee Ables, Din Cortes (sabbatical), John Kuefler, Mike McKinnis, David O'Bryan, Shipra Paul, Jay van Wyk,

- I. Welcome and Opening Remarks – Zoom attendees were asked to stay muted but feel free to unmute to ask any questions during the meeting.
- II. COVID-19 Response Updates
 - a. Mask mandate now in effect – all other campus rules remain status quo
 - b. Use common sense and be understanding of student situations and concerns
- III. Classroom Technology – Chris Fleury
 - a. The video switchers in Kelce classrooms 203, 208, & 210 will be replaced – old DVD drives removed when computers were replaced; will add USB C type of connector
 - b. New DVD players are available if needed – check out from the Dean's office
- IV. Updates – Standing College Committees
 - a. Undergrad Curricula Management & Assurance of Learning – Goedeke & Lin; No Report
 - b. Strategic Planning Committee – Grimes; see below under Old Business
 - c. Faculty Development and Instructional Resources – S. Lee – 3 faculty development seminars are planned for this semester:
 - i. February 9 - Heather Eckstein will talk about the PSU Roadmap – counts towards Master Advisor Training certification
 - ii. March seminar will be a research event from faculty willing to present about their current research/publications.
 - iii. April seminar – no plans; need input from faculty
 - d. Student Reinstatement – O'Bryan; No Report
 - e. College Academic Honors – Shum; No Report
 - f. Graduate Curricula Management and Assurance of Learning – Murray; No Report
 - g. Student Recruitment and Retention – Murray; No Report

V. General College Announcements – Grimes

- a. College Enrollment Trends; see handout for BBA and MBA programs
 - i. Reviewed updated headcount for the college; down -25.5% in undergraduate enrollment over the last six years (down to 750 undergrads this past fall from 1,000 six years ago); However, our overall headcount roughly flat due to tremendous growth in MBA students due to the online PMBA
 - ii. KLT's response to trend:
 - 1. Reviewed course schedules from previous semesters in all-day retreat. Specifically, future schedules will reduce number of sections of multi-section courses.
 - 2. Changes will be instituted beginning with next fall.
 - 3. We will continue to review courses with extremely low enrollment numbers to determine the appropriate frequency of offerings.
 - 4. KLT Mini-retreat last week to discuss administrative structure in KCOB.
 - Reviewed roles of each administrator and determined that workloads need to be redistributed.
 - Exploring alternative divisions of labor and structure of leadership roles to increase efficiency and to serve faculty and student needs
 - Currently working on new position descriptions for each administrative role.
 - Proposal will be ready by the end of the semester.
- b. Din Cortes on sabbatical this spring
 - i. Dr. Cortes will be visiting sister schools in France
 - ii. Chelsey Decker will be overseeing all MBA functions in Dr. Cortes' absence
- c. Faculty Search Updates; CIS, Management, and International Business
 - i. Information Systems search – committee has narrowed list down to 2-3 for first round interviews (Cortes)
 - ii. Management Search – Dr. Horner and search committee narrowed down 30 applicants to 5 candidates – 2 dropped out; 1st candidate will visit campus during the first week in February
 - iii. International Business is a non-tenure earning position; Dr. Murray and committee had six candidates altogether; will bring 1st candidate to campus on January 30th and 31st
- d. Recruiters requesting classroom time; David Hogard – any recruiters should contact Career Services or David Hogard in the Academic Advising office before entering any classroom; there have been problems with recruiters requesting classroom time directly from faculty
- e. Digital Measures is now Faculty Success (Watermark) – Update information (Research/Service/Teaching)
 - i. All faculty are expected to update their information in Faculty Success.
 - ii. All information needs to be up-to-date for AACSB reaffirmation reports.

- f. AACSB – Dr. Grimes will be running preliminary tables this spring in advance of next year’s year of record. Updated data important so reports are accurate and complete.
- g. Teaching – copies of all course syllabi to Amy – deadline to submit will be Wednesday, January 26th
- h. Research – copies of faculty publications to Mimi in Dean’s Office (include an extra copy of journal if available)
- i. Service – update of university-level committee/task force assignments; Mimi will be sending old list to faculty and requesting updates
- j. Commencement – attendance expectation for this spring’s college ceremony
 - i. All faculty are asked/required to attend commencement in the spring
 - 1. Only KLT attended fall commencement and they had official roles during the ceremony, so there were NO KELCE FACULTY there to greet students as they walked in to the auditorium
 - 2. This looked reflected very poorly for the College and the President and Provost voiced their concerns to Dr. Grimes. Other colleges had an abundance of their faculty attending.

VI. New Business

- a. Edits to Participating and Supporting Faculty Document
 - i. Background – reaffirmation process by AACSB requires actively engaged full-time participating and part-time faculty; our document last revised in 2013 and reflects old standards; reviewed proposed changes as indicated on distributed draft document. Dr. Murray moved to accept revisions as reflected in the document; Alex Binder seconded the motion.
 - ii. Discussion – Fang Lin pointed out that we need to change “department chairs” to “Chair of the Faculty” on 2nd page, first full paragraph
 - iii. Vote to adopt – Dr. Binder called for the vote with the one small change as pointed out by Dr. Lin; Kelce faculty voted unanimously to revise the document as presented with the one friendly amendment.
- b. 2nd Women in Business workshop is March 3 – see Dr. Murray for more details.

VII. Old Business

- a. Business Studies major – proposal approved at university level; on the agenda for “first reading” at the February KBOR meeting
- b. AACSB
 - i. Risk Assessment – strategic plan analyzed last fall; action items classified by category and level of risk; full Strategic Planning Committee to meet regarding mitigation plan in order to satisfy new AACSB standards
 - ii. Social Impact expectations – KLT reviewing task force’s recommendations concerning focus area of “economic growth and development”
 - iii. Next fall will be our year of record and all activity will be reflected in our CIR

- iv. We still need a Kelce Faculty member to replace the Kelce Undergraduate School of Business Associate Dean – Dr. Horner is going back to teaching full-time and phased retirement. Contact Dr. Grimes or KLT member if interested or have questions.

VIII. Adjournment – motion to adjourn made by Steve Horner; meeting dismissed at 4:05 pm

Spring Dates to Remember:

- Apple Day – March 7
- Spring Break Week – March 12 through March 16
- Mid-term Grades Due – March 14
- Spring Career Expo – March 24
- Transfer Rumble – March 25
- Last Day to Drop – April 4
- Kelce Scholarships and Awards Program – April 8
- Rumble in the Jungle – April 9
- Pre-enrollment Begins – April 10 (Sunday)
- Last Day to Withdraw – April 28
- Kelce Picnic – May 3
- Finals Week – May 9 through May 13
- Commencement – May 14 (Saturday)
- Grades Due – May 18
- Summer Sessions Begin – June 6

Attachments:

- (1) Participating and Supporting Faculty draft document
- (2) KCOB Total Headcount by Level of Degree
- (3) Up-to-date Kelce Committee List