

**Kelce College of Business Opening Faculty Meeting Thursday,
August 19, 2010
11:30 p.m., 121 Kelce**

Present: Ms. Rebecca Casey, Dr. Maeve Cummings, Dr. Jack Fay, Dr. James Harris, Dr. Rebekah Heath, Dr. David O'Bryan, Ms. Mary Polfer, Dr. Wei Sha, Mr. Dwight Strong, Ms. Gail Yarick, Dr. Kevin Bracker, Dr. Bienvenido Cortes, Dr. Charles Fischer, Ms. June Freund, Dr. Anil Lal, Mr. Michael McKinnis, Dr. Michael Muoghalu, Ms. Irene Robinson, Dr. Ken Smith, Mr. Jay Lotterer, Dr. Mujtaba Ahsan, Dr. Don Baack, Dr. Thomas Box, Dr. Linden Dalecki, Dr. Arthur Fischer, Dr. Christine Fogliasso, Dr. Eric Harris, Dr. Choong Lee, Dr. Sang Lee, Dr. Kristen Maceli, Dr. Lynn Murray, Ms. Paula Palmer, Dr. Jay van Wyk, Ms. Mary Wachter, Dr. Dave McLane, Dr. Richard Dearth, Ms. Mimi Morrison, Ms. Robyn Hess, Ms. Susan Dellasega, Mr. Blake Bard, Ms. Cassie Mathes, Ms. Sue Ann Barnes, Mr. Randy Marietta

Absent: Dr. Kailash Chandra, Dr. Melvin Roush, Dr. Connie Shum (sabbatical)

- **Lunch and Conversation**

- **Welcome** – Dean Dearth

- Dr. Dearth acknowledged Sue Ann Barnes and Randy Marietta, Kelce custodial staff, for the help and assistance they provided over the summer while the building was under construction.

- **Updates**

- Introduction of Dr. Sang Lee, Assistant Professor of Management and Marketing by Dr. Harris. He will be teaching quality management and operations management courses.
- Introduction of Mr. Jay Lotterer, Adjunct Instructor in the Department of Economics by Dr. Cortes. He will be teaching financial markets and institutions.
- Update on University Marketing and Communications – Cassie Mathes stated that there have been several changes on campus with regard to university marketing and communications
 - Chris Kelley has been hired as the Associate VP for University Marketing and Communication
 - She will be more visible in the College of Business and will be covering COB events, students, faculty, alumni, research stories, accomplishments, etc.
 - Ms. Mathes is located in Russ Hall 106, ext. 4195
- Update on Mini-MBA – Dr. Box
 - Mini-MBA Program – 1st offering was successful, but 2nd two offerings were unsuccessful in spite of strenuous efforts to recruit

- Will be changing curriculum and changing the target marketing
- International Mini-MBA will be offered during SU 2011 – 25 business students from Nigeria are currently interested in attending. There is a possibility that Indian students will also be recruited.

- Update on Assessment – Dr. Box
 - First meeting of the Kelce Assessment Committee will be August 27 at 3:00 p.m.
 - This semester (WF10) will be a very busy semester – 8 courses will be formally assessed primarily using LiveText
 - PSU has a new LiveText representative beginning with the fall 2010 semester. Training will occur with the new representative during the fall.

- Update on LaRochelle Summer Study Program – Dr. Dalecki & Dr. van Wyk
 - Dr. Dalecki talked about the LaRochelle study program that was conducted during SU 2010.
 - 12 students were enrolled in the program – 15 days total
 - Dr. Joelle Nisolle was instrumental in assisting with the program
 - Dr. van Wyk and Dr. Dalecki both taught a class – 6 contact hours total
 - Cultural experiences were a big part of the program
 - Dr. van Wyk stated that this is one of the best programs that he has been a part of and a tremendous addition to the international experience program.
 - Program will continue to SU 2011

- Update on Jungle Journey – Dr. Murray
 - Jungle Journey is now a Performance Indicator for the Board of Regents
 - Graduate Assistant, Ashlee Ricks, will run the program
 - Indicator will be how prepared students believe they are when they are done with the program
 - Upcoming events will be e-mailed out soon
 - First big event is the Career Fair – there will be a session on preparing for the Career Fair
 - Contact Dr. Murray if there are questions

- Update on Departmental Merger of Accounting and CSIS – Ms. Casey
 - Ms. Casey gave an update on the merger of the departments
 - Dr. J. Harris received a certification this summer on Computer Forensics. A topics course will be developed in the spring based on this certification.

- Update on Educational Technology – Ms. Dellasega
 - Classroom Technology – room 224 does not need remotes, the rest of the rooms are pretty much the same. 224 and 214 classrooms have Smart

- Podiums installed. Laptop cart with 30 laptop computers will be available to check out from the Kelce Computer Lab GA (Nisjeet).
- Kelcelab@pittstate.edu – e-mail address to be used for scheduling the labs and the laptop cart
 - Angel has been upgraded – if there are bugs faculty are asked to contact Ms. Dellasega.
 - Most computer lab equipment is current and up-to-date (less than 1 year old)
 - An additional student computer kiosk will be installed on the 2nd floor of Kelce with a handicap accessible addition to the current kiosk by 224 Kelce.
 - LiveText – Susan is available to assist with training and setting up rubrics. LiveText is the pathway to HLC accreditation.
- Update from College of Business Major Gift Officer – Mr. Blake Bard
 - \$120 million campaign success for PSU will be celebrated this year
 - Highlights of giving to the COB
 - Total increase in gifts from last year was \$80,000, and has nearly doubled over the last 3 years.
 - A new privately funded scholarship has been added for the College of Business
 - Seven endowments of \$10,000 or more were established in the last year
 - Inaugural golf tournament for the College of Business to benefit scholarships will be held in Overland Park on October 4
 - Priorities identified for fundraising over the next year – faculty endowments, scholarships, speaker series (Executive on Campus), funds are still being sought for a new building
 - September 4 – Rua Sky Box reserved for COB
 - Tulsa Luncheon Series - to feature faculty as guest speakers
 - Meritorious Achievement Award – grad from the College of Business will be recognized
 - Update from Coordinator of Academic Advising – Ms. Robyn Hess
 - There is a much higher percentage of undeclared majors
 - International enrollment is up
 - If there are questions about advising faculty should talk to Ms. Hess
 - SIFE – teaching criteria for competition has changed to one very general broad category. More emphasis will be on the outcome. Faculty assistance with SIFE is encouraged. 2nd annual 5K fun run will be hosted by SIFE on September 4. SIFE will also be hosting a Chamber Coffee on Nov. 18 at 8:00 am in 224 Kelce.
 - Update on Construction Projects – Dean Dearth
 - Windows/blinds project has officially been completed
 - Roof over MGMKT & ACIS was completed and there are no leaks

- 11 condenser units have been installed on the roof of the building
 - Bathroom remodels
 - Upstairs restrooms were completed and open before they could be cleaned
 - Downstairs restrooms will be up and running soon
 - Chair rail will be installed over the green tile in the corridors – green trim, etc. will be painted a new color based on the bathroom colors
 - Tuck pointing and cleaning of the entire building (including limestone sills) will be conducted next summer. Outside of the building will be repainted as well.
 - New carpet was installed in the Kelce Lab, Dean’s office, Academic Advising, Accounting office, Dr. Harris’ office. Hopefully the rest of the offices will be re-carpeted next summer.

- **Discussion Items**
 - Rules and Procedures of the Kelce College of Business – Dean Dearth
 - Dr. Dearth will e-mail all faculty with the revisions he has made and ask for input and a vote when they are completed.
 - Status of MATH 153 Curriculum changes
 - These have all gone to the University UG Curriculum Committee – will meet in September, and then on to Faculty Senate.
 - LiveText Assessment
 - Provost Meeting with Departments – dates will need to be discussed for Provost to attend Departmental meeting sometime during the WF 10 and SP 11 semesters.
 - President and Provost Meeting with Dean, Chairs and Faculty
 - Date will need to be selected for ½ hr meeting with each

- **College Committee Appointments**
 - Faculty Development Committee – Lal (Chair), Yarick
 - SPC – Chairs, Dean, Muoghalu, Dalecki, Paul, Polfer
 - Assessment – Box (Chair), Bracker, Heath, Murray, Strong, Chairs, Dean
 - Promotion – A. Fischer (Chair), J. Harris, C. Fischer, Fay
 - Reinstatement – O’Bryan (Chair), Freund, Baack, Sha (alternates – Dalecki, McKinnis, Polfer)
 - UG Curr – Ahsan (Chair), Chandra, Shum, Yarick
 - Advisory Council for Research and Scholarship – Smith, C. Lee

- **Reminders**
 - Faculty Office Hours – 10 hours outside of class at a time when faculty are available for students should be scheduled and posted
 - Angel – President Scott has indicated that every course except for directed study courses should have an Angel Shell which will include the syllabus for the course and the Angel Grade Book.

- Faculty Vitae – every semester updated faculty vitae are required to be sent to the Dean electronically
 - On-Line Courses – 80% of the content delivered outside the classroom. If on-line course, special approval will be needed.
 - Course Syllabi – should be submitted electronically to the Dean
 - Alcohol & Drug Abuse Policy – available on-line
 - Youngman Grant reports due by October 31
 - Faculty workshops available to assist faculty with technical writing
 - Writing groups – designed to help faculty productivity
- **Kelce Student Organization Sponsors**
 - MBA Association – Dr. Muoghalu
 - SIFE – Ms. Hess
 - Marketing Association – Ms. Paul
 - Finance Club – Dr. Bracker, Dr. Shum, Dr. Muoghalu
 - Beta Alpha Psi – Ms. Yarick
 - Institute of Management Accountants Student Chapter – Ms. Casey
 - Institute of Internal Auditors Student Chapter – Dr. Heath
 - Association of Certified Fraud Examiners Student Chapter – Dr. O’Bryan
 - Omicron Delta Epsilon – Ms. Freund, Mr. McKinnis
 - Young Entrepreneurs Association – Dr. Ahsan
 - Beta Gamma Sigma – Dr. Dearth, Dr. Fogliasso
- **Discussion of AACSB Issues**
 - New AACSB Coordinator for Kelce will be Dr. Eric Harris. He will continue in his duties as Chair of Management and Marketing
 - PQ Standard - Ms. Case stated that committee met in February. Evaluating experiences need to be evaluated. Copyrights and patents should be evaluated. Committee will meet again soon to continue working on the policy.
 - AQ Standard – Dr. Harris stated that his committee met during the spring semester to discuss revising AQ standards. A blueprint has been developed. Draft will be distributed soon.
- **Upcoming Events**
 - Classes Begin – August 23
 - MBA Experience – August 27 & 28
 - Labor Day – Sept 6
 - Meet the Firms Day – Sept 13
 - Executive on Campus – Richard White – Sept 20
 - Sp 11 Class schedule due to Registrar – Sept 20
 - Career Expo – Sept 21
 - Rumble in the Jungle #1 – October 2
 - D & F Midterm Grades Due – October 18 – noon

- Fall Break – October 21-22
- Opportunities in Business Day – October 21
- SPTE Administration – Nov. 1-22 (must be submitted by 11/23)
- Kelce Board of Advisors fall meeting – Nov. 1
- University Professor Reception – November 2
- Rumble in the Jungle #2 – November 6
- Early Enrollment – Week of November 8
- Arrowhead Classic – November 13
- Transfer CARES – November 15 & 16
- SIFE Chamber Coffee – November 18
- Thanksgiving Recess – November 24-26
- Fall Commencement (all colleges) – December 17
- Spring Classes Begin – January 18
- Summer and WF schedules due – February 15
- Apple Day – March 3
- Spring Break – March 21-27
- SPTE Administration – April
- Early Enrollment – april 15
- Kelce Banquet – April 25
- COB Commencement – May 13

- **Faculty Concerns/Questions**

- Dean Dearth announced that he will be retiring at the end of this academic year.

The meeting dismissed at 1:20 p.m.

Richard C. Dearth, Dean

Date