Pittsburg State University
KELCE COLLEGE OF BUSINESS

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Kelce College of Business

Faculty Meeting Minutes
Thursday, January 11, 2012

Present: Mandy Aubert, Don Baack, Thomas Box, Kevin Bracker, Rebecca Casey, Bienvenido Cortes, Maeve Cummings, Arthur Fischer, Charles Fischer, Chris Fleury, Chris Fogliasso, June Freund, Paul Grimes, Eric Harris, James Harris, Rebekah Heath, Holly Kent, Anil Lal, Choong Lee, Kristen Maceli, David McLane, Michael McKinnis, Mimi Morrison, Michael Muoghalu, Lynn Murray, David Newcomb, David O'Bryan, Paula Palmer, Shipra Paul, Mary Polfer, Irene Robinson, Melvin Roush, Wei Sha, Ken Smith, Dwight Strong, Jay van Wyk, Mary Wachter, Gail Yarick **Absent:** Dr. Kailash Chandra, Dr. Linden Dalecki, Dr. Sang Lee, Dr. Connie Shum

Dr. Grimes opened the meeting and welcomed all faculty and staff to the semester.

1. Department Updates
    a. Becky Casey – Accounting and Computer Information Systems
        i. Two searches commencing this month – Dr. Lelkes open position and Dr. Jim Harris retirement replacements.
    b. Din Cortes – Economics, Finance & Banking
        i. Working on curricular changes in finance and economics
        ii. JMI is getting ready to publish its 23rd volume
        iii. Dr. Ken Smith has returned from sabbatical
    c. Eric Harris – Management & Marketing
        i. Dr. Choong Lee has been selected as a Fulbright Scholar for the next two years
        ii. Searching for Dr. Ahsan's replacement during the spring semester
        iii. Dr. Sang Lee is out due to medical reasons. Arrangements have been made to cover his classes until he returns.
2. Support Office Updates
    a. Suzanne Hurt – Academic Advising
        i. She currently has 600 advisees who have not yet been admitted to the college.
        ii. Currently working on an academic plan that will be available in GUS along with degree audit.
        iii. Working on prerequisite issues.
        iv. SIFE – there are 30 very active members preparing for competition in March (Rogers, AR).
    b. Mandy Aubert – Instructional Support
        i. New Learning Management System will be switched to from ANGEL to CANVAS starting the first of June.

1. Lesson content in ANGEL can be moved to CANVAS
2. When courses are moved over to CANVAS, student data will not be moved – past grade books, student submissions, etc. need to be saved to pdf format.
3. Groups in ANGEL – groups will not be able to be transferred, but will need to be recreated in CANVAS.
4. Training on campus – will begin on March 1 for CANVAS (Mandy will conduct individual sessions as well).
5. ANGEL is having issues loading courses but has hopefully been resolved.
6. LiveText accounts will need to be setup for access by faculty.

   c. Chris Fleury – Technical Support
      i. E-mail system: Chris and Wei Sha are currently on a task force that is looking at a replacing the e-mail and calendaring system for PSU – hopefully will be in place by summer 2012. Survey will be sent out about current e-mail system to aid the group in selecting the right product for PSU.

   d. Holly Kent – Development
      i. PSU Foundation finished up the calendar year successfully
      ii. Dr. Grimes and Holly participated in a training conference during the fall semester about communicating with supporters
      iii. 3 new scholarships were put into place for the college
      iv. Becky May – Donor Relations - is available for training with scholarships
      v. Josh Shay – Annual Giving – Phonathon will be coming up. COB faculty should contact Josh about participating.
      vi. Holly is currently working on her travel schedule. Will average out to about 1 visit per day – most regional.
      vii. Contact Holly if any question about donors or contacts.

3. Administrative – Mimi Morrison
   a. Faculty vita for AACSB & career vita submitted by Jan. 31.
   b. Syllabi submitted electronically by the end of the first week of classes.

4. Deans Report
   a. Notices & News
      a. Kelce College was invited to participate in an Innovation Engineering Curriculum Exploration workshop.
         i. Workshop took place yesterday (Jan. 11) at KTC
         ii. Idea is to train people in an energized working environment to be successful in the marketplace
         iii. University of Maine utilizes this program as a minor at their school
         iv. 35 faculty participated (from KTC and Kelce COB)
         v. A task force at PSU will be appointed to determine the viability of taking this program forward.
         vi. Faculty should contact Dr. Grimes or their chairs if they have questions.

b. SEKBJ (Southeast Kansas Business Journal)
  i. 2 Kelce authored articles in the journal (Dr. Maceli and Dr. Grimes). Need more authors.
c. Faculty Photos
  i. We are working on preparing a pictorial directory for the building lobby and the web.
  ii. 1/26 (8:30-12:00) & 1/27 (1:00-4:00) are dates set for COB faculty to have updated portraits taken by the university photographer.
d. College Logo
  i. Working on creating an identity for the Kelce College.
  ii. Ad hoc PR committee was formed and worked with student groups to come up with a Kelce logo which is currently under review by the PSU committee. University Marketing Council has final say on the logo. Dr. Grimes will preview the logo when it has been approved.
e. Angel to Canvas Conversion
  i. Conversion will take place June 1 for summer courses. Training is available.
f. Building Issues
  i. Space Utilization consultants will be returning to campus and will meet with college focus groups on January 23 and 24.
  ii. Masonry and retaining wall work on the east side of the building will take place during summer 2012. In the process of obtaining bids for these outside jobs.
  iii. Cement pad on the north side will be repaired.
g. The issue of having automated exterior doors for the building was discussed. The Building is currently in compliance with ADA.
h. MBA Program has been recognized as one of the top 294 in the world by the Princeton Review.
i. MBA Program Advisory Council
  i. Dr. Grimes met with the MBA Program Advisory Council and charged them with developing an MBA policy manual, and to evaluate effectiveness and efficiency of current policies and explore avenues to streamline the delivery of foundation knowledge.
b. Faculty Visits – What I learned
  a. Visited most major administrative and support office on campus
    i. Met with key university personnel
    ii. Solicited opinions and perceptions of issues affecting PSU in general and the Kelce College in particular
  b. Visited with each faculty member in the college
    i. Participated in open and frank discussions about a wide variety of issues and concerns

      ii. Dr. Grimes was provided with an understanding of the context in which we work and an appreciation for the challenges that are faced everyday in the classroom, research endeavors, etc.

c. Highlights from faculty visits

      i. It is very obvious that this is a truly student-centered college. "Students come first". This is a major asset for the college

      ii. Pride in being AACSB accredited. "Long struggle to reach the goal".

      iii. Enjoyment of being a PSU faculty member. There are many faculty who are alumni of PSU.

      iv. Most faculty do see opportunities for improvement, but there was not a consensus on what or how we can improve.

      v. Everyone in the building had issues about the physical resources

         1. The band is a major distraction
         2. We are at or beyond capacity in classrooms
         3. Faculty are scattered; many in inadequate offices
         4. Current spaces are not functional
         5. Variety of classroom issues
         6. No room for growth in size or scope of operations

      vi. New building plans

         1. Current master plan removed new building and replaced it with a renovation and expansion of the current building, but must wait until current initiatives across campus are complete. Top priority is the Fine & Performing Arts Center, expansion of the Weede and the Student Center.

         2. COB was downgraded because we lost out to other needs. Business is not seen as a top priority by others on campus.

            a. Kelce has a major public relation issues with colleagues and administrators across campus.

            b. We are seen across campus as

               i. "Overpaid" (relatively high salaries in comparison to colleagues in other disciplines)

               ii. "Underworked" (relatively low teaching loads). We don't want to be seen as elitists and need to work with campus on these issues.

               iii. "Not fully engaged in campus life" (not viewed as active leaders or team players.) Need to step up. President stated in department meetings that Kelce isn't giving enough weight to service activities and publications. We need to think about how service is defined, rewarded and how we create incentives to be good campus citizens.

               iv. "Missing in Action" – do not regularly participate in campus events

v. "Hide behind AACSB" – accreditation excuses. Used AACSB as an excuse for not participating.
    c. There is a clear need to change perceptions of the Kelce College of Business
            i. Need to be viewed as a priority on this campus
            ii. Need to shift focus from course load to credit hour production
            iii. Regardless of their accuracy, these views are the "reality" for those who hold them.
            iv. To become a priority, must start by changing perceptions. This requires action.
    d. A New View of the College:
            i. Need to lobby for salary and course load adjustments for campus colleagues; work to be viewed as advocates for improving situations outside of Kelce.
            ii. Work to become more involved and increase the number of Kelce faculty holding positions of leadership on committees and task forces; be good campus citizens; uphold committee responsibilities.
            iii. AACSB accreditation is not an excuse for not fulfilling campus responsibilities or taking on new initiatives. Accreditation is mission driven and WE control our mission. We cannot afford to choose and follow a mission that isolates us from the rest of the university. We may have specific needs and unique constraints, but we will always be part of the larger university and community. If that isn't recognized we will stagnate. We all must take responsibility.
c. AACSB Issues/Needs
    a. Must address accreditation swiftly and decisively. The next academic year, 2012-2013, is the year of record for the Kelce College. Visitation will take place in the spring of 2014.
    b. The new AACSB paradigm is "faculty driven" and we must be on the same page before the visit.
    c. There is an apparent lack of knowledge concerning the standards and processes.
            d. What is claimed to be known is often out-of-date or just wrong.
            e. AACSB Standards were distributed. 20 standards that need to be reviewed.

   i. Current maintenance of accreditation handbook was distributed for faculty to review.
  f. Points of Major concern
   i. Mission and Vision; what distinguishes us from other business schools? We can't afford to be vanilla; need to identify a way to make Kelce COB distinct.
   ii. AQ/PQ; we haven't kept annual tables; not sure where we are relative to required ratios; need to cleanup and simplify the policy statements. Dr. Eric Harris is working on this process. 10% of faculty can be counted as "Other".
   iii. Assessment: have we met the last visitation team's request that we "simplify" the process? Are we adequately "closing the loops"?
   iv. Scholarship; does the level and quality of our research rise to the level commensurate with the resources (course reduction and Youngman grants) we are devoting to it? May need to restructure the Youngman grants to reward those faculty who are actually producing.
 d. Short-term agenda items
   i. Conduct self-assessment exercise, "Capability Maturity Model" (CMM) to determine where we stand relative to each of the 20 standards. All college faculty and administrators.
   ii. Prepare and analyze the required tables for the final report (AQ/PQ, scholarly outcomes, etc.) Kelce Leadership Team.
   iii. Complete all promised assessment activities and begin process to "close the loops." Faculty in targeted courses and College Assessment Committee.
   iv. Organize and charge a committee to review the current design of the Youngman Summer Grants program. Do we have the right incentives in place? Dean and KLT.
   v. Explore viability of implementing a faculty activities database to maintain data for reporting needs. Dean and KLT.
   vi. Begin planning for comprehensive strategic planning process to review mission statement and supporting documents. Dean and KLT.
 e. Future Directions
   i. Conduct activities specifically designed to enhance perceptions of the Kelce College
   ii. 35th Birthday Celebration
   iii. Explore ways to generate student and alumni allegiance to Kelce
   iv. Implementation of logo
   v. Enhance engagement with business community
   vi. Explore ways to leverage the Mini-MBA
   vii. Explore possibilities for outreach via the Metro Center

        viii. Investigate the viability of the Innovation Engineering curriculum with the College of Technology

5. Upcoming Events
   a. Spring 2012 MBA Experience, January 20-21, 2012
   b. Annual Performance Review due to chairs from faculty – January 23, 2011
   c. Faculty photos – Thursday, Jan. 26, 8:30-12:00; Friday, Jan. 27, 1:00-4:00
   d. Summer 2012 Youngman Applications due – February 1, 2012
   e. Summer 2012 schedule due to Registrar – February 20, 2012
   f. Fall 2012 schedule due to Registrar – February 27, 2012
   g. Faculty Performance Rating due – March 1, 2012
   h. Faculty Excellence Awards Nominations due – March 1, 2012
   i. Faculty Objectives due to Chair – March 7, 2012
   j. Major Field Test (MFT) – tentatively set for March 12 – Kelce Computer Lab – All Day
   k. Mid-semester grades due – March 12, 2012
   l. Objectives returned to Faculty – March 15, 2012
   m. Faculty Portfolios for Excellence Awards due – March 15, 2012
   n. Spring Break – March 18-22, 2012
   o. Early enrollment for SU 12 & WF 12 – April 8-13, 2012
   p. Transfer student enrollment – April 15-16, 2012
   q. Kelce College of Business Awards Banquet – April 23, 2012 – Overman Student Center
   r. Kelce Board of Advisors meeting – May 7, 2012 – 121 Kelce
   s. Final Examinations – May 7-11, 2012
   t. Spring Commencement
      i. May 11 – Colleges of Education & Technology
      ii. May 12 – Colleges of Arts and Sciences & Business
   u. Summer school begins June 3, 2012