



KELCE
COLLEGE OF BUSINESS
Pittsburg State University

MINUTES

College General Faculty Meeting
Tuesday December 11, 2012
3:00 p.m., Kelce #121

Present: David O'Bryan, Mike Muoghalu, Anil Lal, Becky Casey, Wei Sha, Sang Heui Lee, Kristen Maceli, Mary Wachter, Jae Choi, Dwight Strong, Don Baack, Eric Harris, Suzanne Hurt, Art Fischer, Steve Horner, Shipra Paul, June Freund, Chuck Fischer, Kevin Bracker, Mike McKinnis, Thomas Box, Gail Yarick, Mary Polfer, Chris Fogliasso, Din Cortes, Stephen Del Vecchio, Wei Sha, Anil Lal, Paul Grimes, Mimi Morrison

- I. Dean's Opening Remarks and Announcements
 - a. There are a few individuals who couldn't make it to the meeting. Proxy voting will be done by representatives for those faculty who are absent.
 - b. New pictorial directories are now up at the main entrances to the building.
 - c. Please be aware that Dr. Box will be retiring at the end of this semester. He will be out on medical leave during the spring semester. Retirement party will be in room 121 at 10:00 on 12/13/12.
 - d. Energy Savings Competition was supposed to begin this semester – has moved to the spring semester. There will be a competition to see who on campus can save the most money on their energy bill from February to April. Dr. Grimes recommended that Kelce Sustainability Committee representatives take the lead on this (Mary K. Wachter and Becky Casey).
 - e. Good news – Provost is putting together a proposal to forward to the facilities committee to move the smaller band groups into the old student health center facility. This would require having duplicate instruments in both Kelce and the old student health center – cost would be \$40,000 to duplicate instruments. Larger groups would remain in the Kelce building in the evenings and week-end. Long term plan is that all band groups would move to the new Performing Arts building.
 - f. Drainage issues in Kelce. Consulting Engineers have now made recommendations. Some of the recommendations are major.
 - g. We have been asked to be one of the sponsors of the January 5 basketball game. This will be good PR for Kelce. KLT and possibly Bill Neighbors, President of the KBOA, will represent Kelce at the game since Dr. Grimes will be gone to an out of town meeting.
 - h. ACIS/Accounting just received a \$9000 Internal Audit Education Program grant. Congratulations.
- II. AACSB Reaffirmation Timetable and Updates
 - A. Proposed New Standards vs. Old Standards Discussion

- a. PSU accreditation visit will occur in Feb. 2014. Must decide if we want to go up under the old or new rules. New standards have been shrunk down to 12 and added 3 new standards for a total of 15 new standards.
 - b. Discussion: new standards appear to be more flexible, but is completely up to the faculty.
 - i. New standards are more flexible and generous in terms of interpretation
 - ii. We would be a pioneer and would probably be given the benefit of the doubt.
 - iii. There is also risk involved.
 - iv. Dr. Grimes has visited with Chair of our visitation team and AACSB liaison (guarantee that there will be training opportunities available) – both are excited and encouraging us to use new standards.
 - B. Vote of General Faculty on Which Standards to Apply
 - a. Motion made by Dr. O' Bryan, seconded by Dr. Fogliasso to go up for accreditation under the new standards. Discussion:
 - i. Dr. Grimes summarized the "Reaffirmation in 12 Easy Steps" outline.
 - ii. Discussion of assurance of learning that it will be based on the old mission and the old strategic plan for this evaluation period; however the new mission statement will be put into place before the evaluation.
 - iii. AACSB training will occur over the summer.
 - b. Vote passed unanimously.
- III. Proposed "Rules of Organization and Bylaws" – was originally distributed in the August meeting.
- A. Discussion – hopefully all faculty have been reviewing the document since the last meeting.
 - B. Vote of General Faculty
 - Dr. Baack – adopt proposed bylaws as outlined, Ms. Polfer -seconded the motion. Discussion followed on committee structures – need to have the right representation on the committees. New committees need to be up and functional in the spring. Minutes of all meetings will be important – need to have documentation.
 - Vote was called for adopting the Rules of Organization and Bylaws – passed unanimously.
- IV. Proposed Revisions to Kelce College Admissions Requirements – copy in the packet is old document and has been revised into new document which was distributed
- A. Review and Discussion
 - a. Suzanne Hurt reviewed the document with faculty.
 - i. Changes have occurred after the document went to the UG curriculum committee.
 - ii. Most changes to document are in wording.
 - iii. # of hours has changed to 42 and GPA hasn't changed.
 - iv. Asking students to complete a certain set of foundation courses – similar to other AACSB schools.
 - v. Group of foundation courses seems to be a better fit for what business students need.
 - vi. Will now limit 300 level courses before foundation courses are taken (used to be 400 level courses).

- vii. Discussion of foundation courses – students will not change advisors until they have been admitted.
- viii. Proposal to amend that transfer students with 55 hours and above would not need to take The Writing to Learn courses, and delete the 6 hours after the Writing to Learn foundation course requirement. Dr. O’Bryan made the motion, Dr. Baack seconded. Curriculum Committee has already approved this proposal. Vote passed with a majority vote. This will be forwarded on to the University Curriculum Committee.
- ix. Discussion followed on how this might require students have to take an additional semester of class. Proposal was made to amend #2 on the prerequisite policy (delete having a junior standing prerequisite).
- x. Proposal: All business courses numbered 300 and above require admission to Kelce with the exception of MGMKT 320 for those students who have completed MATH 143. Dr. Baack made the motion, Dr. O’Bryan seconded. Vote passed with 1 apposed.
- xi. Proposal: Students wishing to repeat a business course more than 3 times must petition the Dean for approval. Dr. Baack motioned, Dr. Fogliasso seconded – discussion followed. Vote passed with one opposed.
- xii. Vote to accept entire document as amended. Motion to accept, Baack, Lal. Vote passed unanimously.
- xiii. Document will be moved on to the next committee.

V. Assurance of Learning Update – Eric Harris (Interim Chair of Committee)

A. Brief Review of Latest Assessment Data and Plans to “Close the Loop”

- a. Committee has been meeting. Distributed the most recent MFT results.
- b. Dr. Harris discussed some of the activity that has occurred during the AOL meetings.
- c. AOL Committee preliminarily voted to continue the use of LiveText through the spring 2013 semester. At that point it will be discontinued. Might want to continue using it for those who have LiveText. Discussed alternatives for those students who don’t have LiveText.
- d. At this point the committee needs to “close the loop” on the data that we have collected so far, and then document the data.
- e. Faculty will be called to meet with Chairs before the beginning of the next semester to talk about “closing the loop”.
- f. Schedule – if faculty see something that is questionable, faculty are asked to meet with their chair.

B. Preparations for Spring 2013 AOL Activities

VI. Digital Measures Implementation – Wei Sha

A. Update on Progress

- a. Since August Dr. Sha has had weekly minutes with OIS to set up the Digital Measures system – the process has been very slow.
- b. Dr. Sha has finally gotten some data.
- c. Time frame for data is from 2008-present.

B. Plans for Spring Semester

- a. Will match user accounts with faculty data and see how the process works. GA has been working with Dr. Sha and has been inputting data for him. New assistant will be hired in the spring

- b. In January we will have a better idea on the time frame for implementation of digital measures. Should have more information by mid-semester and will provide training for faculty.

VII. Innovation Engineering Proposal – Paul Grimes

A. Overview and status of proposed courses/minor

a. Dr. Grimes updated faculty on the IE proposal

- i. Technology has already done their part of this process.
- ii. COB still needs to discuss and curriculum committee needs to finalize vote on the proposed courses/minor.
- iii. IE is a program to provide description to provide instruction in “tools and methods for creating, communication, and commercializing meaningfully unique ideas”.
- iv. Very structured program – certifications by different levels are available
- v. Currently offered through a variety of outreach organizations (e.g. U.S. Department of Commerce).
- vi. Key University behind this has been the University of Maine – and has modified it into an academic program.
- vii. Courses would be packaged together as a minor – courses are interdisciplinary
- viii. Legislation has been approved by COT
- ix. Discussed costs vs. benefits (see hand-out attached).
- x. This was initiated by the COT and we were asked to cooperate and collaborate with them. PSU administration encouraging inter-college collaborations. We are being looked at to see if we are a team player.
- xi. First course would begin in the fall if everything passes.
- xii. E-books would be used for classes.
- xiii. Only teachers who would be involved would be those who have already expressed interest.

B. Discussion

- a. This is one aspect for distinction for the college of business.
- b. This is an interdisciplinary minor and a certificate program – Dr. O’Bryan discussed this being a problem.
- c. For proposal to go forward this needs to be addressed by this Friday.
- d. Everyone needs to let their Curriculum Committee representative know how they want to vote on this.
- e. Politically, we need to do this. We need to give it a shot and if it doesn’t work, we could turn it over to the COT.

C. Motion was made by Dr. Muoghalu based on the points discussed today that we accept and move the proposal forward to the Kelce Curriculum Committee. Dr. Harris seconded. Vote called: passed with two no votes and 1 abstention.

VIII. Administrative Updates and Announcements – Mimi Morrison

IX. Old Business

A. Microsoft Certifications – Awaiting Recommendation from ACIS Faculty

X. New Business

XI. Adjournment