



MINUTES

College General Faculty Meeting
Thursday August 15, 2012

PRESENT: Rebecca Casey, Maeve Cummings, Jack Fay, Steven Haenchen, David Newcomb, David O’Bryan, Mary Polfer, Wei Sha, Dwight Strong, Gail Yarick, Paul Grimes, Holly Kent, Mimi Morrison, Kevin Bracker, Bienvenido Cortes, Michael Davidsson, Charles Fischer, June Freund, Anil Lal, Michael McKinnis, Michael Muoghalu, Irene Robinson, Connie Shum, Kylie Edgecomb, Chris Fleury, Donald Baack, Linden Dalecki, Arthur Fischer, Christine Fogliasso, Eric Harris, Choong Lee, Sang-Heui Lee, Kristen Maceli, David McLane, Lynn Murray, Paula Palmer, Shipra Paul, Jay van Wyk, Mary Wachter

ABSENT: Jae Choi, Stephen Del Vecchio, Stephen Horner

Visitors Present: Brett Dalton, Pawan Kahol, Shawn Naccarato

Opening Remarks and Welcome – Paul Grimes

Dr. Grimes opened the meeting by welcoming faculty and staff to the fall 2013 semester.

- I. Pitt State Federal Relations Initiative – Pawan Kahol and Shawn Naccarato
 - a. Shawn Naccarato – PSU Director of Government and Community Relations
 - i. Talked about strengthening our strengths at PSU (President Scott initiative).
 - ii. Sept 5 & 6 brown bag forums will be held for faculty at noon on “Research Incentives” to pursue funding federal research grants.
 - iii. Wish book process will identify the strongest possible cases to take to Washington, D.C.
 - b. Pawan Kahol – Director of Graduate and Continuing Studies
 - i. PSU received about 1.8 billion dollars in research and contracts last year.
 - ii. There is a lot of potential to get additional research funding through lobbying.
 - iii. PSU will produce a brochure to approach some projects which lawmakers in Washington, DC will understand. Dr. Kahol asked for input from faculty for information to include in the brochure.
- II. Department Updates and Introduction of New Faculty
 - A. ACIS – Becky Casey
 - a. Melvin Roush will not be returning due to health reasons.
 - b. Internal Audit Program – Steve Haenchen and Becky Casey are partnering as directors of the Internal Audit program this year. They will be working on growing the program and possibly adding a graduate program in internal auditing.
 - c. Search continues for a replacement for the ACIS Chair position. Dr. Cummings is the chair of the committee.
 - B. MGMKT – Eric Harris
 - a. Enrollment is very good in MGMKT courses
 - C. EF&B – Din Cortes

- a. Dr. Cortes introduced new faculty member, Michael Davidsson. Dr. Davidsson will participate in regional economic development initiatives as well as teaching Money and Banking and Intermediate Micro and Macro courses.
- III. College Support Updates
- A. Development – Holly Kent
 - a. Working on revitalizing the Executive on Campus Program
 - b. Faculty & Staff campaign will begin in a few weeks
 - c. Final Year of the Pathways to PSU Scholarship program
 - d. Endowment amount will raise from \$10,000 to \$25,000 this year
 - i. New endowments this year will have several advantages
 - e. Engagement activities on campus
 - i. Hosting donors in skyboxes at football games
 - ii. Co-hosting tents at football tailgates
 - iii. Dinners with key people/donors
 - f. Golf tournament – October 7 in Kansas City (Lions Gate) - to raise funds for scholarships
 - g. Several renovation and building projects are on-going (Student Center, Center for the Arts, Weede expansion)
 - h. There is a new Phonathan Coordinator at PSU
 - B. Marketing and Communications – Brett Dalton – Coordinator of Web Content & Social Media
 - a. Brett introduced himself to the faculty and stated that his job consists of telling the story of PSU and especially the story of the Kelce College of Business. Faculty and staff are asked to contact him with any information that should be shared with PSU and the community.
 - C. Academic Advising – Suzanne Hurt
 - a. ENACTUS went to National competition this year and won 2nd place in the league and brought home \$10,000 in prize monies for activities conducted during the year.
 - i. 7 members received internships or job offers at the competition.
 - ii. Faculty are asked to promote ENACTUS in their classrooms.
 - b. Pitt Cares – there were approximately 125 freshmen this year. All were introduced to the new admissions policy. There are a lot of transfer students this year.
 - c. The new academic advising web-site is linked to the COB web site and includes all academic plans and advising tools for students.
 - D. Instructional Support – Kylie Edgecomb
 - a. Tegrity was replaced this summer. Workshops are highly suggested for faculty interested in using lecture capture software.
 - b. Web pages have been updated this summer.
 - c. CANVAS – have reached 7 million users worldwide.
 - E. Technical Support – Chris Fleury
 - a. Kelce Computer labs are completely updated and the south lab now has additional computers (36 total). Software requests for lab computers should be submitted to Chris.
- IV. Administrative Updates and Announcements – Mimi Morrison
- a. Faculty vita should be submitted through Digital Measures
 - b. Fall 2013 syllabi should be submitted electronically through department assistants and then to Mimi.
- V. Qualtrics – Eric Harris
- a. Qualtrics is the best on-line software questionnaire tool that is available.

- b. Several Kelce administrators participated in a Qualtrics webinar this summer.
 - c. Kelce now has a Qualtrics subscription for the next year.
 - i. All faculty and students in Kelce will have permission to use Qualtrics.
 - d. Contains a template for what all of our surveys will look like.
 - e. Will be arranging a webinar for faculty interested in using this software.
 - f. Discussed Kelce Assurance of Learning Program – abbreviated document is now at 48 pages.
- VI. Microsoft Certifications – Dwight Strong
- a. Mr. Strong distributed a handout explaining the Microsoft office certifications program which we will be pursued in the Kelce College in the near future. Doing this (adding it to the existing CIS 130 course – would need to embed a course fee) would ensure that students have a certain level or proficiency before they get into upper division courses. Can be used as an assessment tool.
 - b. Discussion followed on whether this should be piloted in the CIS 130 courses next semester and then instructors can bring input back to the next Kelce faculty meeting. Will work on an appropriate course fee for the certification.
- VII. General Announcements – Paul Grimes
- A. Travel Request Forms – Return to Chairs by August 16
 - B. CV Information Updates into Digital Measures by September 3rd (updates that have occurred since last spring).
 - C. “Common Body of Knowledge” = “Kelce Core Curriculum”
 - D. Back Stage Area – Plans to Renovate Space
 - E. Welcome Back Picnic for Students – August 27th
 - F. Kelce Public Relations Efforts – several initiatives through Athletics discussed
 - G. Hospitality Tents – September 21st and October 5th – partnering with other colleges
 - H. U.S. Department of Commerce Grant Proposal – Econ Development Center
 - I. Update on Innovation Engineering – Linden Dalecki; minor to start in spring semester
 - J. Update on Digital Measures Implementation – Wei Sha; all data except advising now in the system
 - K. Google Scholar – discussed need to quantify impact of research; will use h-index derived from the My Citations function of Google Scholar. All faculty members requested to create accounts, print out citations profile and return to department chairs by September 3rd
- VIII. Dean’s College Update: Preparing for AACSB Reaffirmation Visit and Beyond – Paul Grimes
- a. Overview of 2013 Standards
 - b. Accomplishments to date:
 - i. Governance: Adoption of new college bylaws and committee structure
 - ii. Planning: approval of new Vision Statement
 - iii. Faculty Deployment: approval of new faculty sufficiency and faculty qualification criteria
 - iv. Curricula Management and Content: approved new Kelce College admission standards
 - v. Intellectual Contributions: Deployed Digital Measures Database Management (ongoing)
 - vi. Assurance of Learning: Prepared five-year report on established learning goals; document “closing the loop” (ongoing)
 - c. What needs Completion:
 - i. Build our case for impact and innovation: teaching; intellectual contributions; community engagement
 - ii. Financial strategies: management and goals; response to budget constraints
 - iii. Begin development of new Strategic Plan: process will follow steps taken in revision of Mission Statement; KLT -> Full SPC->General Kelce Faculty

- d. Continuous Improvement report – due December 9, 2013
 - i. Executive summary in bullet format highlighting innovation, impact and engagement
 - ii. Situational analysis
 - iii. Progress update on concerns from previous review
 - iv. Strategic management and innovation – Mission Statement and Strategic Plan; Continuous improvement outcomes since last review; intellectual contributions and their impact; Financial strategies and allocation of resources; new degree programs.
 - v. Participants – students; faculty and staff deployment
 - vi. Learning & Teaching
 - 1. Curricula development and management
 - 2. Learning goals and outcomes
 - 3. Assessment of Learning
 - vii. Academic and professional engagement
 - 1. Students active and experiential learning strategies
 - 2. Executive education
 - 3. Faculty qualifications and engagement
 - viii. Other material – exemplary or innovative initiatives and programs
 - ix. Consultative review – option: may request review team for recommendations concerning specific strategic issues
- e. Visit
 - i. Scheduled for February 9 – 11, 2014
 - 1. Ron Berry, Chair – University of Louisiana-Monroe
 - 2. Tom Erikson – Western Illinois University
 - 3. Deb Kerby – Truman State University
 - 4. Team will meet with various committees/groups
- f. Ongoing College Agenda
 - i. Continue working on
 - 1. Image and perception of the Kelce College through improved public relations and engagement
 - 2. Resource generation through fundraising development, external grants and contracts, and programming opportunities
- g. Next steps
 - i. Complete new Strategic Plan (consistent with College Governance and Mission Statement)
 - ii. Conduct comprehensive review and revisions to curriculum for BBA and MBA degrees (consistent with Strategic Plan)
 - iii. Design and implement new AOL plan (consistent with curriculum revisions)
- h. Discussed need to be agile in implementation and to maintain quality standards in all that we do
 - i. Need to be aware of predatory activity within open source publishing

IX. Old Business

X. New Business

XI. Adjournment – 3:20

Dates to Remember:

- Fall Opening Faculty Meeting – Thursday, August 15th
- Opening Week Picnic for Students – Tuesday, August 27th

- Hospitality Tent #1 – September 21st (with A&S; Family Day)
- AACSB Meeting in St. Louis – September 22nd - 24th
- Outstanding Alumni Award – Dave Harrison (BBA '92) October 4th and 5th
- Hospitality Tent #2 – October 5th (with COT; Homecoming)
- Kelce Golf Tournament in Johnson County – October 7th
- Rumble in the Jungle Senior Saturday #1 – October 26th
- Rua Skybox Host – November 2nd – Northwestern Oklahoma Game
- Rumble in the Jungle Senior Saturday #2 – November 16th
- AACSB Fifth Year Report Deadline – December 9th
- Reaffirmation Visit – February 9th through 11th
- Kelce Dean/Chairs/Faculty Meetings with the President and Provost – March 28th

