



MINUTES

Kelce College General Faculty Meeting
Thursday August 17, 2017

Present: ACIS – Becky Casey, Maeve Cummings, Mary Jo Goedeke, David O’Bryan, Mary Polfer, Theresa Presley, Peter Rosen, Wei Sha, Dwight Strong, Rachel VanBecelaere, Gail Yarick; Dean – Bienvenido Cortes, Kylie Edgecomb, Chris Fleury, Paul Grimes, Holly Kent, Mimi Morrison; EFB – Kevin Bracker, Michael Davidsson, June Freund, Anil Lal, Fang Lin, Mike McKinnis, Irene Robinson; MGMKT – Don Baack, Linden Dalecki, Art Fischer, Chris Fogliasso, Eric Harris, Steve Horner, Choong Lee, Kristen Maceli, Lynn Murray, Paula Palmer, Shipra Paul, Jay van Wyk, Mary Wachter.

Absent: Jae Choi, Alex Binder, Connie Shum, Suzanne Hurt, Sang-Heui Lee.

- I. Welcome and Opening Remarks – Dr. Grimes opened the meeting by welcoming all faculty and staff back for the fall semester.
- II. Special Guests - Melinda Roelfs and LaMont Thompson – Admissions
 - a. A new initiative of the Admissions office this year is to pair up an Admissions representative with each college on campus.
 - i. Lamont Thompson will be the rep for the Kelce College. Faculty and departments are encouraged to contact Lamont for special events.
 - b. Changes to visit programs this year:
 - i. Rumble in the Jungle – one in the fall (for high school seniors) and one in the spring semester (for juniors & seniors)
 1. Academic fairs for departments during Rumble will take place on the main level of the Student Center and the opening sessions will take place in all three ballrooms of the Student Center.
 - ii. Crimson & Gold Days (4 sessions in the fall, 6 in the spring)
 1. Plan to register 100-150 students per session
 2. Individual appointments are no longer scheduled with academic departments on these days, but an academic fair (1 hour) will be held to share information with prospective students (1 table).
- III. Michele Sexton, Debbie Amershek – Human Resources
 - a. Gus HR Payroll system is now on-line.
 - b. PSU is the second university in the U.S. to go live on the Gus Cloud system.
 - c. Informational meetings scheduled (see dates and more information on the HR web site – 8/31, 9/1, 9/7, 9/8).
 - d. Starting September 8, nine-month faculty will be getting their first paycheck of the new system.
 - i. Michele displayed the training resources page and encouraged faculty to review all training opportunities that are available and necessary for them.
 - e. Kansas tax tables have changed and that change will appear on paychecks from now on.
- IV. Department and Program Updates
 - a. ACIS – Peter Rosen

- i. Introduced Rachel VanBecelaere, new Administrative Specialist in ACIS
 - ii. ACIS is working on putting together a Master of Professional Accountancy.
 - 1. This will be a 4+1 Program with twenty-four (24) credit hours of graduate level work, which is designed to be completed in one year after completing an undergraduate accounting major from Kelce. Nine (9) hours of undergraduate courses will double count toward the MPAcc for a total of thirty-three (33) program hours.
 - iii. CIS curriculum is in the process of being updated and will be in place fall 2018.
 - iv. Meet the Firms career event is Monday, Sept. 11.
- b. MGMKT – Lynn Murray
 - i. Jeff Poe has resigned and now works in the private sector.
- c. EF&B – Kevin Bracker & Anil Lal
 - i. Dr. Bracker is the Program Coordinator for Finance and Dr. Lal is the Program Coordinator for Economics. Dr. Cortes will be authorized signature for EFB.
 - ii. Dr. Lal discussed Economics curriculum changes:
 - 1. Economics major is now Business Economics,
 - 2. New courses are being offered,
 - 3. Most electives have been renumbered,
 - 4. Econ minor has changed from 21 hours to 15 hours.
- d. MBA – Din Cortes
 - i. MBA program is strong.
 - 1. There are currently 88 enrolled MBA students.
 - 2. Thirty-three (33) of these students are newly admitted (40% are Kelce graduates, and 20% of these have full-time employment).
 - 3. Up to 20% of MBA students are international students.
 - 4. MBA Experience class is to be held August 25 & September 1 with 47 students enrolled.
 - 5. Working on a mini-online version of the MBA Experience class for those who are unable to attend the class.
 - ii. Working with Academic Partnerships toward creating a new MBA Program 100% on-line; while maintaining our traditional residential program.
 - iii. Study abroad and dual degree programs are moving ahead. Four students are in France and three LaRochelle students will be attending PSU this semester.
 - 1. Will be working on a dual degree program with Montpelier Business School in France (Dr. Dalecki).

V. College Support Updates

- a. Academic Advising – Suzanne Hurt – no report
- b. Instructional Support – Kylie Edgecomb
 - i. Kylie informed faculty that Canvas assignments and pages could now be duplicated.
 - ii. Canvas Teacher app replaces SpeedGrader app.
 - iii. Canvas DocViewer replace Crocodoc annotations tool (SpeedGrader).
- c. Technical Support – Chris Fleury
 - i. Discussed computer “refresh” program that he will be using to clean up older computers.
 - ii. Windows 7 will be out of extended support by Microsoft in 2020 – all computers will move to Windows 10.

VI. Administrative Updates and Announcements – Mimi Morrison

- a. Publications – faculty are to update their publications in Digital Measures and provide a hard copy of the publication to the Dean’s office.

- b. Syllabi – faculty reminder that all course syllabi need to be updated in Digital Measures at the end of each semester. Syllabi shall be submitted for every course to the department admin who will submit to the Dean’s office.

VII. Development News – Holly Kent

- a. On September 14, Chris Medley will be visiting as Executive on Campus (1980 Finance graduate). Students are highly encouraged to attend his presentations.
- b. September 15 – President’s Society Celebration – Plaster Center
- c. October 2 – Kelce Golf Tournament at Brookridge.
 - i. The golf tournament endowment now has \$35,000 & has given scholarships to students the last two years.
- d. October 14 – Kelce day for Rua Box – let Holly know about anyone who would be appropriate to invite for that day.
- e. Building Update:
 - i. \$4.5 million in funds have been committed to the building project.
 - ii. Multiple proposals are out at this time, with many individuals working toward the funding goal.
 - iii. There is potentially \$5 to \$6 million available through renovation and repair funding from the State. President Scott and CFO Ball are working on this.
 - iv. Faculty/Staff who are interested in contributing to the building fund are encouraged to support.
 - 1. There are 39 faculty office-naming opportunities available for a limited time at \$5,000 per office. This opportunity is only open for Pitt State faculty and retirees.
 - 2. Pledge agreements are taken care of by Holly and the Development office.
 - 3. Final commitment date is December 31 for faculty offices at \$5,000 after which it will take a \$10,000 contribution for naming rights.

VIII. AOL, Curriculum, Research, and Outreach Update – Eric Harris

- a. Discussed curriculum updates and changes as distributed.
 - i. Program changes for the Kelce Core that were passed at the college level did not pass faculty senate. Committee will continue to work toward getting changes legislated.
 - ii. All other curriculum changes were passed. Many course prefixes, numbers and names have changed.
- b. AOL data needed from faculty – Dr. Harris has communicated with those who need to submit new data.
- c. Outreach – Block 22 and downtown parking study
- d. Kansas Insurance Certificate program (Dr. Bracker)
 - i. 12 hours of insurance related courses that will be offered at PSU and other institutions in Kansas.
 - ii. Our first course was offered during summer 2017, taught by Dr. Fang Lin.
 - iii. The program funds come through a grant from the Kansas Insurance Education Foundation.

IX. General Announcements – Paul Grimes

- a. Travel Request Forms – Return to Chairs by September 5.
- b. CV Information Updates into Digital Measures
 - i. Faculty are required to update all information in Digital Measures as reports will be run this year to make sure AACSB criteria are met during the year of record.
- c. Google Scholar – make personal page public and use Pitt State email address
- d. Kelce College Sponsorships – Athletic Events
 - i. Continuing to sponsor first downs at the football games, signs at baseball and softball fields, and half-time promotions at basketball games.

- e. Welcome Back Picnic for Students – Tuesday, September 5th
 - i. Need faculty participation – sign-up sheet available in the Dean’s office.
 - f. Kansas State Fair – PR and Outreach
 - i. Joe Levens coordinates for PSU – need reps from Kelce. Faculty can inform Dr. Grimes if they are available. Dates of the fair are September 7-17.
 - g. Johnson County Golf Tournament, October 2nd – faculty teams encouraged
 - h. Kelce Hosts the Rua Skybox – Homecoming Game vs. MO Western, October 14th
 - i. General Education curriculum review (Dr. Horner).
 - i. This task force spent last year in the discovery phase and will be moving to the design phase this fall.
 - ii. Dr. Grimes thanked Dr. Horner for all of the time and work he has put into this effort.
- X. Dean’s College Update and Faculty Decision Items
- a. Current Status of College/University; Budget and Enrollment; Academic Partnerships
 - i. Two major and interconnected issues currently facing the college and university:
 1. Enrollment
 - a. This will be third consecutive fall with university enrollment less than the one before
 - b. Kelce enrollments remain relatively stable for past decade; about 1,000 headcount +/- 100
 - c. Currently our budgets are not directly linked to enrollment
 2. Budget
 - a. Drop in state support increases importance of enrollment-driven tuition and fees
 - b. Last year’s shortfall pro-rated across all divisions of the university into permanent reductions
 - i. Our share 11.42% of Academic Affairs = \$78,016
 - c. Additional cuts required to accommodate this year’s shortfall
 - i. New *additional* target = \$277,221
 - ii. How can we meet this?
 - iii. Primarily open positions and lapsed salaries
 - iv. Bottom line is that we will be down about one faculty position in each department
 - v. 10-month chairs or convert to coordinators; 10-month admin in ACIS
 - d. Even though our college budget not a direct function of enrollment, our university budget is.
 - e. Steps being taken at university level; EMSS, Agents in China and India, etc.
 - f. We must RECRUIT to bring the university enrollment levels back up. We must explore outside of the box and try NEW IDEAS to tap new markets.
 - g. Proposal by Academic Partnerships for outside management of a new Online MBA program
 - b. AACSB Accreditation Cycle
 - i. This is Year of Record is 2017-18
 1. AACSB accreditation is a culture. It should be reflected *continuously* in all that we do.
 2. Keep your Activity Insight (Digital Measures) information updated
 3. Continue with course assessment and AOL activities
 4. Maintain your faculty qualification
 5. Remain engaged!!
 - ii. Reaffirmation Visit is **October 14-16, 2018**

1. Team Members:
 - a. Chair, Robert C. Camp – Indiana University of Pennsylvania (Economics),
 - b. Bruce Raymond – Colorado State University–Pueblo (Management),
 - c. Gregory A. Carnes – University of North Alabama (Accounting)
- c. College Committee Assignments – reviewed committee assignments for this year;
 - i. Kelce College Standing Committees for 2017-2018
 1. To maintain continuity during year of record, KLT decided to rollover membership assignments from last year and extend everyone’s membership by one year. Minor tweaks needed due to personnel turnover.
 2. Committees need to self-organize and elect chairs. Report to Dean’s Office prior to Labor Day.
 3. ACTIVELY CONTRIBUTE!
- d. Priorities for the Academic Year; Strategic Plan – align dates with university plan and reaffirm (faculty vote)
 - i. Six Step Plan Rolled Out in 2012-2013. Steps Completed:
 1. New college governance documents and committee structure
 2. New Vision Statement, Mission Statement, and Guiding Values Document
 3. New Operating Policies – Faculty Sufficiency and Faculty Qualifications
 4. Development and adoption of new college strategic plan.
 5. Major work was completed last year on Step 5- Review and redesign of college curriculum (BBA and MBA)
 - a. Need legislative approval for changes in BBA core
 - b. Need legislative and KBOR approval for MPAcc
 6. Once step 5 is completed, we will work on the final sixth step. Step 6 - Construct a new Assurance of Learning Model
 - ii. All long-run steps now informed by our College Strategic Plan.
 1. Goal 1: Professionalism
 2. Goal 2: Relevance
 3. Goal 3: Growth
 - iii. Kelce Strategic Plan - Items of Emphasis for 2017-18:
 - Objective 1.1 – Renovation/Expansion of Building
 - Objective 2.1 (Curriculum Review and Revision)
 - Hold Over Action Items:
 - 1.3.1. (New Departmental P&T Guidelines)
 - 1.3.3. (Youngman Program Reform)
 - College strategic planning committee will meet to decide on additional priorities for the year.
 - iv. Need to align timeframe of Kelce Strategic Plan to the “Pathways to Prominence 2016-2022” plan recently adopted by the university. Need to extend our end date by two years.
 1. Motion and vote to extend.
 - a. A motion was made by Dr. Eric Harris and seconded by Ms. Mary Polfer to extend the Kelce Strategic plan by two years to be aligned with the University Strategic Plan.
 - b. Discussion – none
 - c. Vote – unanimous in favor of extending the time frame on the Kelce Strategic Plan from 2016 through 2022

XI. Old Business - none

XII. New Business – discussed what faculty should do about classes that will be occurring during the eclipse on Monday, August 21.

XIII. Adjournment - 2:30 pm

Fall Dates to Remember:

- Opening University and College Faculty Meetings, August 17
- First Day of Classes for Fall Semester, August 21
- Last Day to Enroll or Add Courses, August 28
- Labor Day Holiday, September 4
- Kelce Fall Picnic, September 5
- Kelce Golf Tournament, October 2
- Fall Break, October 5 and 6
- Homecoming Week, October 9 to 14
- Midterm D&F Grades Due, October 16
- Final Drop Day, November 6
- Rumble in the Jungle, November 11
- Thanksgiving Break, November 22 to 24
- Last Day to Withdraw, November 30
- Final Exam Week, December 11 to 15
- Commencement, December 15