



MINUTES

Kelce Leadership Team
March 22, 2022

Present: Chelsey Decker, Paul Grimes, David Hogard, Steve Horner, Lynn Murray

Absent: Din Cortes (excused-sabbatical)

- I. Administrative
 - a. COVID Issues
 1. Status quo – no update; news reports of uptick in Europe
 2. Building's health precautions signage removed
 - b. KBOR and Governance
 1. Business Studies degree passed KBOR second reading; moves forward; approval possible next month
 2. KNEA negotiations IBB training set for this Friday, 03/25
 - c. Campus
 1. Summer Hours; will implement again this year following policy; Provost requests that offices be staffed for official university hours and that backups are available – offices are to stay open (starts 1st pay period after commencement)
 2. AP cut scores; system-wide meeting of English Department chairs requesting to raise the acceptable minimum from 3 to 4 for English Comp I; concern over impact on recruitment. There is a position paper available that the English Departments across the KBOR system put together.
 3. Student Success working on process for departments to identify and contact admitted transfer students who have not signed up for CARES or pre-enrolled; system issues (of course!). Long process of working through several different systems to come up with the appropriate report.
 4. AALC will hear report next week from consultants regarding student success and retention – including ideas on advisement practices; Provost has invited David Hogard and others to attend
 - d. College
 1. Building Project; pre-bid meeting scheduled for 04/05; bids on 04/28 – discussed alerting faculty to these meetings/processes; Dean Grimes will send a memo out to all faculty telling them about the pre-bid meeting for the building
 2. New Grad Council college representative; Alex Binder has accepted position
 3. Joe Harris; Alumni Award on 04/15; need to plan class visits and lunch; meet with class at 10:00 a.m.; Meet with Enactus/MBA students at 11:00 a.m.; lunch in OSC with KLT at Noon
 4. Select Faculty Awards; Foundation will sponsor \$500 each for Teaching, Research, and Service
 5. Personnel issues; phased retirements – two faculty members currently discussing with Dr. Grimes phased retirement agreements for future years
 6. Ordered keychains for giveaways
- II. Kelce Faculty Searches – updates
 1. International Business – Dr. Khan verbally accepted position; update – waiting on completed approved Faculty Credential
 2. Management – Young verbally accepted position; starting visa process; update – Cindy Johnson is working with attorneys to move process forward
 3. CIS – next candidate on campus this Friday; encourage participation in interview process with students and faculty
 4. Accounting – position posted; advertisements are awaiting approval of HR
 5. Finance (2) – both positions posted with tenure-earning status and rank open; applications already being received – 4 applications so far; still need to advertise externally

- III. Curriculum
 1. Business Studies program listing in University Catalog - David Hogard – question about who should be listed for this interdisciplinary program
 2. Marketing Emphasis for MBA – update – still working on paperwork

- IV. College Administrative Structure
 1. Drafts of revised and new position descriptions completed by Dr. Grimes over Spring Break
 2. Initial reactions to new org chart – discussion of Provost’s reactions – Dr. Smith liked the new organization chart based on concerns about advising issues with the board and at Pitt State
 3. Plan mini-retreat to finalize – April 7 from 9-12 in 121 Kelce; lunch after

- V. AACSB Accreditation – ongoing
 1. Recommendations for CIR Visitation Team – nominations uploaded to myAccreditation site
 2. Issues with data in Faculty Success; still unresolved; the dean will need to follow up
 3. Risk Assessment – next steps; mitigation plans; arrange meeting of full Strategic Planning Committee
 4. Societal Impact – next steps; refinement of statement concerning “economic growth and development”; review report submitted prior to break

- VI. Updates
 - a. AACR – Murray – Friday is W@W event– 32 professionals and 32 students will attend – workshops/ panels and lunch – will give a report to KBOA meeting; ordered business card holders to give out to participants; next week gone to state FBLA
 - b. DOBE – Hogard – office is advising undergrad students; spring career day is this Thursday; employer events next week: ConocoPhillips next Wednesday; visiting Phillips66 with students next Thursday; PBL received some notoriety from their competition on university’s web page
 - c. KGSB – Decker - Dr. Cortes finished teaching gig in LaRoche and now in Montpellier – Pitt State MBA programs were represented at MSSU fair last week; PMBA brochures will be sent out this week; next Monday & Tuesday will have grad school sessions – lunch will be included in 121 Kelce; advising started yesterday; Enactus students were semi-finalists at regional competition – only top 4 will go to Nationals – Pitt State was in the top 6; Chelsey will be out on maternity leave May and June
 - d. KUSB – Horner – summer and fall schedules are both live; meeting with faculty to discuss performance appraisals; BGS ceremony is progressing – invited MBA students to participate this year; out this Friday afternoon
 - e. ADMIN – Mimi – progressing with preparations for Awards Ceremony on April 8, and Faculty Awards on May 9

- VII. Old Business - none

- VIII. Adjourn – 10:35 a.m.

Spring Dates to Remember:

- Spring Career Expo – March 24
- Women @ Work Day – March 25
- Transfer Rumble – March 25
- Last Day to Drop – April 4
- Kelce Scholarships and Awards Program – April 8
- Rumble in the Jungle – April 9
- Pre-enrollment Begins – April 10 (Sunday)
- Last Day to Withdraw – April 28
- Kelce Picnic – May 3
- Kelce Faculty Awards – May 9, 2:30pm

- Kelce Faculty Meeting – May 9, 3:00pm
- Finals Week – May 9 through May 13
- Commencement – May 13
- Grades Due – May 18
- Summer Sessions Begin – June 6