



## MINUTES

Kelce Leadership Team  
June 22, 2022 – First Summer Meeting

Present: Alex Binder, Din Cortes, Chelsey Decker (Zoom), Paul Grimes, David Hogard, Steve Horner, Lynn Murray

- I. Administrative
  - a. COVID Issues
    1. No news to report.
  - b. KBOR and Governance
    1. Reorganizations of COT and CAS approved by KBOR last week.
    2. Minor fee adjustments approved. No tuition increases allowed by legislative mandate this year.
    3. System-wide rpk Group review of each institution's academic portfolio, including gap analysis, and faculty workload policy review relative to national benchmarks; Provost Smith, Dean Grimes, and GC Brooksher on advisory committee; meeting monthly via Zoom; data collection underway
  - c. Campus
    1. President Shipp started on June 6<sup>th</sup>. Toured Kelce on June 8<sup>th</sup>. Impressed with our work/not our building.
    2. Summer enrollment down nearly 10% over last year. Fall enrollment trending slightly up.
    3. Pitt CARES now completed; final student counts not released yet but were down earlier
    4. Call for State Fair volunteers – September 8 to 18; will send call to faculty for volunteers
  - d. College
    1. Alex Binder officially starting Faculty Chair role beginning of August
    2. Dean Grimes meeting with President, VPs, and Development personnel each Monday morning about the building project. President Shipp is committed to getting us out of the building. Working on how.
    3. Finalize Fall Schedule; are all courses covered and appropriate class enrollment limits set? Drs. Binder and Horner will work to complete the few remaining pieces. Mr. Hogard concerned about a few class size limits. Will look at options. Discussed need to create more efficient course schedules now that we have filled our vacant faculty lines.
    4. Annual performance reviews – KLT reviews due by end of June; need to use GusCloud system.
- II. University Budget
  - a. Salary adjustments in place for fall. All appointments reflect the 4.75% raise.
  - b. Provost working on making final cuts to meet budget shortfall for FY23. Colleges will be tapped. Meeting this afternoon with deans to go over plan.
  - c. Need to minimize adjunct lecturer expenditures for next year – we spent \$30K more than our part-time budget last year – covered through use of lapsed salaries from the college pool. Our filling of vacant positions this year limits ability to continue this practice. Must offer fewer courses taught by adjunct/courtesy professors.
- III. Kelce Faculty Searches and Retirements
  - a. Status Updates
    1. International Business – Completed; Hamid Khan hired and appointed
    2. Management – Completed; Young Nae hired and appointed
    3. Finance (2) – Completed; Larry Woodward hired and appointed; Kay Kim hired w/work visa in progress
    4. CIS – David Sikolia – Completed; hired and appointed
    5. Accounting – Completed; Steve Zornes hired and starting background checks
    6. Business Law – In progress; Jamie Brooksher transfer approved and will start process next week
    7. Marketing – Lunde's resignation; permission granted to start search; goal to hire for January 2023; Kristen Maceli leading search; position posted; first consideration date is August 1<sup>st</sup>

- b. Mentors (Dr. Grimes will ask before making official):
    - Finance – Shum - Kay Kim
    - Finance - Lal/Grimes - Larry Woodward
    - IB – S. Lee - Hamid Khan
    - Management – Horner - Young Nae
    - CIS – Sha - David Sikolia
    - Accounting – O’Bryan – Zornes
  - c. Phased Retirements
    1. CIS – Maeve Cummings; ends at conclusion of Fall 2022; Sikolia position is her replacement
    2. Business Law – Chris Fogliasso; teaching Fall 2022; no responsibilities and concludes end of Spring 2023
    3. Steve Horner & Linden Dalecki phased agreements are in process
- IV. Curriculum
- a. University Catalog Update/Additions Completed: Business Studies BBA, Marketing MBA Emphasis
  - b. Health Care Administration MBA Emphasis – follow-up steps needed – Chelsey will follow-up with Paula Baker at Freeman. Plan is to schedule a meeting with Freeman to show them how our courses are set up in Canvas (Pitt State attendees: Cortes, Decker & Dellasega?)
  - c. Working with AP to get marketing courses added to the course carousel
- V. College Administrative Structure
- a. New Position Descriptions – everyone’s fall appointment reflects new titles and responsibilities
  - b. Discuss reporting lines – Faculty Chair; Admins
    - i. Faculty chair to report to KUSB Associate Dean – may need to rethink later based on input from faculty meeting this spring
    - ii. Faculty chair will approve time for Irene & Amy
    - iii. KUSB Associate Dean will approve time for Melissa
  - c. Program Coordinators (Dean will ask new appointments)
    - Accounting – Goedeke
    - Business Studies – Hogard
    - CIS – Cummings
    - Economics – Lal
    - Finance – Woodward (new)
    - International Business – Khan (new - part of hiring agreement)
    - Management – S. Lee
    - Marketing - Nance
- VI. AACSB Accreditation – ongoing
- a. CIR Visitation Team – approved appointment of the team; awaiting confirmation and proposed dates (23WF)
    - Marilyn Macik-Frey, Nicholls State University (LA)
    - Latisha Settlege, University of Arkansas at Fort Smith
    - Marilyn Helms, Dalton State College (GA)
  - b. Issues with data in Faculty Success; still unresolved; Bill Hoyt working as consultant for IT (adjunct faculty & part-time faculty need to be in the system before we can run reports)
  - c. Risk Assessment – next steps; mitigation plans; arrange meeting of full Strategic Planning Committee
  - d. Societal Impact – next steps; refinement of statement concerning “economic growth and development”
  - e. Accreditation Conference September 13-15 in Atlanta – Dean, Associate Deans, Director of Graduate Programs & Faculty Chair will plan to attend. Need to meet with members of our peer review team to set up official pre-visit for next year.
- VII. Updates
- a. AACR – David Hogard – going to PBL Conference with students in Chicago starting tomorrow – return next week
  - b. DOBE – Lynn Murray - none

- c. KGSB – Din Cortes/Chelsey Decker – Dr. Grimes monthly meeting with AP is today. Will discuss Marketing emphasis; international students being eligible for program; social media promos need to be refreshed
  
- d. KUSB – Steve Horner/Alex Binder - none
- e. ADMIN – Mimi Morrison – none

VIII. Old Business

IX. Adjourn – 11:00 am

**Fall 2022 Dates to Remember:**

August 17 – Professional Development Day  
August 18 – Opening Campus Meetings  
August 22 – First day of classes  
September 5 – Labor Day Holiday  
September 6 – Fall Picnic  
October 17 – Midterm grades due  
November 7 – Final drop day  
November 21 to 25 – Thanksgiving Week Holiday  
December 5 to 9 – Dead Week  
December 12 to 16 – Finals Week  
December 16 - Commencement