



## MINUTES

Kelce Leadership Council  
January 30, 2023

**Present:** Alex Binder, Din Cortes, Paul Grimes, David Hogard, Anil Lal, Sang Lee, Lynn Murray, Mary Judene Nance, Wei Sha  
**Zoom Attendees:** Mary Jo Goedeke, Larry Woodward  
**Absent:** Chelsey Decker, Hamid Khan

- I. Administrative
  - a. Campus
    1. President Shipp's draft outline of new university strategic plan based on outcomes of the TAC process distributed across campus; currently soliciting input from campus stakeholders
    2. KBOR soliciting comments on rpk Group's submitted final report; everyone encouraged to provide reactions to recommendations concerning Program Review and Faculty Work Loads via web portal
    3. Provost Smith hosted Academic Affairs Leadership Forum and lunch last Friday; distribute slides; debriefed highlights – budget, USI material sciences initiative, downtown plans (includes Kelce project), development, meet and confer, etc.
    4. Enrollment; numbers are down again for the campus; see handout - #'s for PMBA may not be accurate at this point (discrepancy between GUS and Institutional Research figures), Registrar working to reconcile
  - b. College
    1. Replacing Kelce Academic Advising Center with Kelce Student Engagement and Support Center
      - a. Center Director position description approved by University Leadership Team last week; search underway; goal to hire by mid-semester, first consideration is February 8, David Sikolia and Nancy George on Search Committee led by Dr. Murray
      - b. Internship Coordinator position previously approved but edited to account for new model; search will begin once new Center Director is hired
      - c. Administrative Associate – position approved; hiring process has commenced
    2. Chris Fleury leaving to take position with County; Kelce will need to adjust to ITS service model; discussed need to recognize Chris' contribution to college
- II. Kelce Computer Labs
  - a. In process of documenting number of "walk in" users of labs; student employees monitoring count this week
  - b. Primary use now appears to be classes – both as a classroom and for occasional use reserved through system
  - c. Number of machines below capacity and are aging; costly to upgrade and building uncertainty
  - d. Given campus goal to reduce number of labs, do we need both labs or could space be better utilized?
  - e. Discussion on closing one of the labs and moving all computers to one lab – discussed various scenarios
    - i. University's goal has been to reduce labs across campus
    - ii. Group advising will need access to lab
    - iii. CIS courses need computer labs in addition to 221, especially Wei Sha's course that uses 105; generally has enrollment of 25
    - iv. Discussed closing lab to walk-in student traffic and only using lab for classes
    - v. Discussed moving 221 lab computers to one of labs on first floor. Allow other disciplines to use IS computers? Dr. Sha will discuss with other CIS faculty.
    - vi. Students now bring their own computers to class – less need for lab-based class meetings
    - vii. Need to make considerations for student printing; could possibly set up a print station in the new Student Engagement and Support Center
    - viii. Most promising scenario determined to be to merge 103 (South Lab) machines into 105 (North Lab) and then relocate CIS second floor lab (room 221) into room 103. Kelce would be left with one general

purpose lab and one specialty lab. No walk-in lab. Then consider putting student printing capability in new SES Center.

III. Building Project

- a. Still awaiting word on receipt of matching funds grant from Kansas Department of Commerce
- b. Michael Davidsson's BERC office in Block 22 now operational; teaching one course downtown

IV. AACSB Accreditation

- a. Each faculty member's AACSB Qualifications to be finalized during annual review process
- b. Scheduling PRT Chair's pre-visit this spring – targeting March or April; awaiting response from Dean Sronce
- c. Peer Review Team visit date, November 5-7, 2023
- d. Risk Assessment – mitigation plans; Alex meeting with Nancy George to construct planning document
- e. Societal Impact – next steps; refinement of statement concerning “economic growth and development”
- f. Starting work on Continuous Improvement Review (CIR) Report; review draft of Executive Summary document
  - i. Executive Summary gives a summary of Who We are, How We Innovate, How We Engage and How We Impact
    - a. All were asked to review and provide input to Dr. Grimes
    - b. How We Engage ..... survey on how classroom time is spent was a positive with last review team; and will again conduct survey for this CIR; a draft of the new survey will be routed to KLC for input
    - c. MBA Association – research projects – need to know if this is still ongoing – or if anything like that going on in other courses (Applied Marketing Management), other courses? Will include in the new survey to capture work done in the classroom with outside clients

V. Program Updates

- a. PSU Academic Advising report from D. Hogard – their office is now fully staffed and training has started; all are housed in Horace Mann for now; Freshman co-hort will be advised this spring which includes current business advisees (700+ students); advisement appointment structure will be different – tied to Outlook; FBLA high school competition was last week in the student center(300+ participants); college competition will be held at Pitt State on March 4 (up to 60 participants)
- a. Accounting – Goedeke – curriculum changes are through their respective pathways and will be updated in the course catalog; working on spreadsheet to make sure new state CPA exam requirements are being met through curriculum
- b. Business Economics – Lal – no report
- c. Business Studies – Hogard – need to determine exactly how many Business Studies majors we currently have; discussed preparing good marketing material for this major; Dr. Binder will route matrix he's prepared to KLC (minors/certificate programs coupled with BS degree)
- d. Computer Information Systems – Sha – new computers have been installed in 221 lab; working with faculty chair on class schedules
- e. Finance – Woodward – Data Analytics Task Force – committee met, they will be conducting an employer survey; will compare to syllabi after surveys are returned; and come up with a comprehensive list to cover data analytics; consider re-branding courses and tweaking content after everything has been reviewed (renaming courses); will push Excel certificates
- f. International Business – Khan – absent
- g. Management – S. Lee – Dr. Nae is looking for housing in Pittsburg; book drive is in progress – deadline to submit books is March 2
- h. Marketing – Nance – Linden Dalecki is back after sabbatical; Dr. Phillip Frank will join faculty in the fall

VI. Administrative Updates

- a. ADGSB – Cortes – working on BA task force survey of companies; Graduate AOL/Curriculum committee needs to meet soon regarding assessment results; on Search Committee for COT Dean Search; Chelsey has been actively busy managing the MBA program; in contact with AP regarding marketing emphasis; no word about healthcare administration emphasis – Chelsey is planning to meeting with Freeman constituents soon; working on materials to promote the MBA and dual degree programs; working with MPAcc faculty on assessment
- b. ADMIN – Morrison – compiling faculty publications for accreditation team visit

- c. ADUSB – Murray – working on search; W@W luncheon is March 31 – encourage all to attend; 4/6 – Olathe South students will be visiting (44 students) and wish to attend classes while here
- d. DGBP – Decker – absent
  
- e. FC – Binder – working on course schedules; distributed copy of tentative schedule for next fall – provide any input to Dr. Binder; developed new plan for rotation of courses to create efficiencies – less need for adjuncts, increase number of undergraduate course offerings, greater course coverage by full time faculty; new rotations of classes won't happen until 24SP – earlier switch would inhibit some students from graduating on time; new MBA rotation allows students to graduate within a year if taking summer courses and a mix of online and face to face courses; MBA students in traditional program can still graduate in 2 years when they limit themselves to only one modality; Dr. Binder and Irene reviewed classroom seating capacities and made minor adjustments; looking for adjuncts to teach Business Statistics; will eventually be required to schedule courses a year out; will send list to Dr. Grimes of faculty opting out of annual evaluations

VII. Adjourn – 12:40 p.m.

**Spring 2023 Dates to Remember:**

January 30 – Last day to drop w/o W  
March 12 – Spring Break Begins  
March 13 – Mid-term grades due  
April 2 – Early Enrollment opens  
April 3 – Deadline for graduation applications  
April 3 – Last day to drop w/W  
April 7 – Kelce Awards Ceremony  
April 10 – Transfer Enrollment opens  
April 27 – Last day to withdraw  
May 1 – Dean Week begins  
May 8 – Finals week begins  
May 12 & 13 – Commencements  
May 17 – Final Grades due