



MINUTES

Kelce Leadership Council
January 17, 2023

Present: Alex Binder, Din Cortes, Chelsey Decker, Paul Grimes, Lynn Murray

- I. Administrative
 - a. COVID – Status quo; no directives for new year
 - b. Campus
 1. Centralized advising implementation; David and students have now moved out of Kelce; emails sent to all advisees and sign posted on door; please help direct students to new location (2nd Floor of Horace Mann, Career Services offices)
 2. Transition Advisory Committee completed its weekly meetings last Tuesday; President Shipp drafted an outline of new university strategic plan based on outcomes of the process; currently under review by University Leadership Team and others; wider roll-out forthcoming
 3. rpk Group submitted final report to KBOR last week;
 - a. Program Review: recommends that the board consider a “program portfolio review process” across the system to identify programs that need review; not rely on a rigid time frame
 - b. Faculty Work Loads: recommends campuses to use SCH per FTE as primary metric for evaluation but targets should be institution-specific to its mission
 - c. College
 1. No spring opening faculty meeting currently on calendar; waiting on word concerning building and funding; Dean Grimes’ email to faculty went out this morning
 2. Replacing Kelce Academic Advising Center
 - a. Kelce Student Relations and Engagement Center; director position description approved; search to be reviewed by University Leadership Team next week
 - b. Lynn Murray leading search; after hiring we’ll then search for Internship Coordinator position (Nancy George, David Sikolia, Lynn Murray – search committee)
 3. Renewal of advertisements in Royals and Chiefs annual yearbooks; \$11,000 this year; split with AP
 - a. Will consider ways to start asking incoming PMBA students how they’ve heard of us and our program as a means to evaluate effectiveness of various marketing channels (Chelsey).
 - b. Discussed existing billboard signage advertising Pitt State programs.
 4. Business Analytics Task Force will meet next week with Dr. Grimes to receive their charge and start work.
- II. Building Project
 - a. Michael Davidsson’s BERC office now set up in Block 22; capstone econ class will be taught there
- III. AACSB Accreditation
 - a. Critical to finalize each faculty member’s AACSB Qualifications during annual review process; review and discuss each person’s designation and ensure proper entry into Faculty Success (sometime in February with Dean, both Associate Deans and Faculty Chair)
 - b. Need to schedule PRT Chair’s pre-visit this spring – targeting March or April
 - c. Peer Review Team visit date, November 5-7, 2023
 - d. Risk Assessment – next steps; mitigation plans
 - e. Societal Impact – next steps; refinement of statement concerning “economic growth and development”
- IV. Administrative Updates
 - a. ADGSB – Din Cortes – Working on assessment results and toward deadlines for AACSB surveys.
 - b. ADMIN – 3 students working in Dean’s office this semester with GA helping to fill in open times; Dean’s office students will also be helping in the computer labs until Melissa can get student(s) hired.

- c. ADUSB – working on search for new Director of Student Engagement & Support; working with GA on a new banner that should be done this week (photo drop); looking for a good Mac computer for GA use – will work with Chris Fleury on specs if we need to purchase new one
- d. DGBP – Chelsey Decker – Very busy time – PMBA courses begin today; still looking to fill 2 GA positions for this semester; Chelsey will check with Grad Council/International Services about whether new international graduate students can be hired into assistantships in the KCOB. There has been a problem with them meeting eligibility rules in the past; can we waive any Pitt State-specific rules that prevent hiring?
- e. FC – Alex Binder – working on course schedule for fall and continuing semesters so that a full year is planned ahead of time; traditional MBA program courses - questions concerning how often courses should be taught; discussed undergraduate courses with multiple sections but taught by only one instructor (some of these instructors only have this one prep); courses with only one faculty member teaching leaves the college vulnerable to unexpected circumstances; also need to work on balancing preps across faculty to ensure equity and fairness

V. Adjourn – 11:00 am

Spring 2023 Dates to Remember:

January 17 – Classes begin
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 – Dead Week begins
May 8 – Finals week begins
May 12 & 13 – Commencements
May 17 – Final Grades due