



MINUTES

Kelce Leadership Team
April 4, 2023

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

- I. Administrative
 - a. Campus
 1. University Strategic Plan; President Shipp released his proposed strategies; college leadership teams asked to provide comments and suggestions to their respective deans who will transmit to President's Office by next Friday, 04/14- KLT asked to identify those strategies that will be pertinent for the college – review with respect to future actions that may need to be taken by us.
 2. University website redesign; Abby meeting with deans later this morning to discuss needs and priorities; send pressing issues to Dr. Grimes. Discussed problem with graduate students not being able to link to their specific admission page.
 3. Draft of Gift Policy; applies to all academic and foundation accounts; see handout, but likely to be some minor revisions; NO GIFT CARDS. Advisors of student organizations need this information.
 4. Food Service Contract; committee has made recommendation to president; decision forthcoming, but any changes would occur prior to start of Fall semester.
 5. Internal search for Honors College director; release time position.
 6. Pitt State participating in the National Survey of Student Engagement; encourage student participation.
 7. Still working on reducing student registration holds; from 97 to mid-50s; still problematic due to departmental holds not being tied into Cashier's Office system; no centralized system – those who place holds and those who remove holds are often different and all require manual input. Discussion – KLT unaware of any unit within the college with power to place holds. All agree that changes are needed.
 8. Central administration reorganization and realignment of titles; multiple changes to titles and reporting lines; complete list will be forthcoming soon from the President's Office.
 - b. College
 1. Gorilla Rising; site acquisition legalities to be worked out by end of May; discussions ongoing with Colonial Fox Theater Foundation; walk through with architects (Jane and Steve) on Wednesday – Dr. Grimes will participate in walk through.
 2. Campus Security Workshops; encourage faculty to attend; Tomorrow, Wednesday, 04/05 at 1:00 p.m., or 04/11 at 11:00 a.m., or 04/17 at 9:00 a.m. All sessions in Governor's Room in Student Center.
 3. Kelce Development Officer position approved for external search (replacing Holly).
- II. Kelce Awards Ceremony, Friday April 7th
 - a. Announcer; need to identify – Dr. Murray & Ms. Decker will share duties (undergrad and grad respectively).
 - b. Script; edits and corrections? Reviewed and will make changes.
 - c. Final preparations; donor guest list distributed. Discussed logistics of reception.
- III. Faculty Awards
 - a. Review of eligible faculty members – decisions made on teaching, research and service awards for 2023. Awards to be announced at reception prior to final end-of-semester faculty meeting.
- IV. Curriculum
 - a. International Business Program; update and next steps
 1. Plan has been prepared and ready to go to the Kelce committee with a formal proposal.
 2. Need to determine how IB program can be phased out. Dr. Grimes to visit with Provost Smith.
 - b. Health Care Administration Emphasis for MBA; Nursing will support course proposals at Grad Council
 1. College of Nursing will be supportive of us providing this emphasis at Graduate Council.
 2. Meet with AP next week to make sure course carousel can be adjusted for Spring '24 start.

- V. AACSB Accreditation Checklist of Upcoming Items
- Finalize each faculty member's AACSB Qualifications and time devoted to mission; part-timers still to do
 - Conduct Faculty Survey – teaching, engagement, and scholarship impact – will go out later today to all teaching faculty (due **Friday, May 5th**)
 - PRT Chair's pre-visit; Dean Robin Sronce rescheduled to **Wednesday, May 3rd** (Finals Week); need to develop agenda for the day
 - Peer Review Team visit date, November 5th throughout 7th
 - Risk Assessment – mitigation plans; Alex and Nancy George
 - Societal Impact – next steps; refinement of statement concerning “economic growth and development”
 - Continuing work on Continuous Improvement Review (CIR) Report; working on updating tables
- VI. Current “to do” items:
- Schedule spring meeting of KBOA and develop agenda
 - Schedule computer labs consolidation and relocation of CIS specialty lab
 - Revise College Bylaws to reflect new DSRE instead of DAACR
 - Agenda for end-of-semester faculty meeting
- VII. Administrative Updates
- ADGSB – Cortes – 4 students will be traveling to Taiwan this summer for their camp; working on graduate AOL and survey of graduating MBA students; COT Dean Search – top 9 have been phone-interviewed
 - ADMIN – Awards ceremony – distributed list of donors attending; discussed emcee duties and script
 - ADUSB – Women@Work luncheon event went very well – 60 attended; about 45 students from Olathe South High School here on Thursday – 9:30 a.m. and leave by 12:15 p.m.; Gorilla Showcase on April 15 has been cancelled; BGS ceremony will be in the Bicknell Center on Friday, May 12, prior to the MBA reception and KCOB commencement.
 - DGBP – enrollment and advisement is ongoing; MBA reception will be on 05/12 at the Bicknell – invitations going out with parking maps.
 - DSRE – computer system is set up; working on student interviews; working on documents for Internship Director/Career Readiness coordinator – 1st consideration on 04/26 with a start date in June; meeting with Admissions is scheduled; will meet with David Hogard on 04/06; working on list of companies and contacts that support KCOB.
 - FC – gone tomorrow to Econ Club competition at Ottawa University; offered Admin position to a candidate who is thinking about it.
- VIII. Adjourn – 10:45 a.m

Spring 2023 Dates to Remember:

April 7 – Kelce Awards Ceremony
 April 10 – Transfer Enrollment opens
 April 27 – Last day to withdraw
 May 1 – Dead Week begins
 May 2 – Kelce Picnic
 May 8 – Finals week begins
 May 8 – Kelce General Faculty Meeting
 May 8 – Kelce Faculty Awards
 May 12 & 13 – Commencements
 May 17 – Final Grades due