



## MINUTES

Kelce Leadership Team

April 21, 2023

Present: Binder, Cortes, Grimes, Murray

Absent: Decker, Kent, Morrison

- I. Administrative
  - a. Campus
    1. Legislative uncertainty continues
      - About \$2M for Pitt State in limbo (inflation adjustment, NISS Playbook funding, etc.)
      - Engineering Education enhancement appropriation under consideration; funding for all ABET accredited programs; several in COT; Pitt State may be eligible
    2. Final Gift Policy; removes “Promotional Items” (see attached); distribute to faculty advisors
    3. CARES enrollment up over last year; freshman & transfer enrollment trending up as well; however, overall early enrollment for summer and fall still down
    4. President’s Executive Fellow Program; leadership development initiative; see attachment; discussed need to encourage faculty to consider when this rolls out
    5. Care for our spaces; custodial concerns due to decrease in workforce; group functions and special events placing pressure on ability to perform routine tasks; President asks that we pick up after ourselves after events and gatherings; deploy student workers to assist; need a cultural shift in perceived responsibility; discussed need to ensure that student organizations are aware of the need to clean up and bag trash after events
    6. Mr. Bulk-E goes away on May 15<sup>th</sup>; New Outlook Lists (OLs) to be deployed
    7. This week’s KBOR Campus Visit; meeting went well; President pleased with events
  - b. College
    1. Debriefed KBOR Visit; Dean Grimes part of presentation on Gorilla Rising at Block 22; lots of questions; Regents supportive of initiative; Michael Davidisson answered questions on local economy and BERC’s work
    2. Review revised Kelce Organizational Chart based on last week’s comments; will distribute at faculty meeting
    3. Former KBOA member Jeff Beasley nominated to serve as Pitt State Foundation Trustee; Foundation Board meeting today; several Kelce alum are now serving
    4. KLC Meeting on Monday; items to discuss – admin assignments
    5. Lunch with COT Dean Candidate and Spouse on Tuesday; discussed plans on who will participate and where to go
- II. Kelce Personnel
  - a. Administrative Assistant; hired Kaitlynn Finley; target start date is now May 15<sup>th</sup> – will come to faculty meeting to be introduced
  - b. Internship Coordinator Search; several candidates have now applied; screening will begin soon
  - c. Management (Strategy Position); need to cover our keystone courses after Steve Horner’s retirement; discussed search committee formation; will visit with management faculty
  - d. Retirements; discussed status of pending retirements and options for hiring; Mimi and Dean Grimes meeting soon with Barbara Winter about salary pool and open lines; will determine size of available budget and KLT will meet after conclusion of semester to strategize/prioritize hiring needs

- III. Curriculum
  - a. International Business Program; will discuss future of IB curriculum at faculty meeting and plan to initiate changes through the curriculum process in the fall
  - b. Health Care Administration Emphasis for MBA; discussions with AP resulted in plan to roll out the emphasis in Spring II of 2024; Paula Baker likely to teach first course
  
- IV. AACSB Accreditation Checklist of Upcoming Items
  - a. Dean, ADs, and Faculty Chair met earlier to finalize each part-time faculty member's AACSB Qualifications and time devoted to mission; most determined and entered into system; Dr. Murray requested new CVs from those whose status could not be determined; Mimi is collecting them
  - b. Conduct Faculty Survey – teaching, engagement, and scholarship impact – went out to all teaching faculty last Tuesday and due on **Friday, May 5<sup>th</sup>** (check to see if distribution included courtesy professors and retirees)
  - c. PRT Chair's pre-visit; Dean Robin Sronce rescheduled to **Wednesday, May 3<sup>rd</sup>** (Dead Week); discussed which groups will meet during the day with Dean Sronce
  - d. Peer Review Team visit date, November 5<sup>th</sup> throughout 7<sup>th</sup>
  - e. Risk Assessment – mitigation plans; Alex and Nancy George
  - f. Societal Impact – next steps; refinement of statement concerning “economic growth and development”
  - g. Continuing work on Continuous Improvement Review (CIR) Report; working on updating tables
  
- V. Current “to do” items:
  - a. Schedule spring meeting of KBOA and develop agenda – Dean Grimes to send meeting notice out this afternoon; hybrid format with both in-person and remote options
  - b. Schedule computer labs consolidation and relocation of CIS specialty lab; needs to take place after CARES sessions in June
  - c. Revise College Bylaws to reflect new DSRE instead of DAACR; Dean Grimes will work on this
  - e. Set times for Faculty Meeting and Annual Faculty Awards reception; **May 8<sup>th</sup>**; 2:30 p.m. for reception in #221 followed by meeting at 3:00 p.m. in Auditorium
  
- VI. Administrative Updates
  - a. ADGSB – MBA surveys going out; Employer surveys underway next
  - b. ADMIN – No Report
  - c. ADUSB – BGS ceremony being finalized - >30 expected inductees; W@W won Horizon Award
  - d. DGBP – No Report
  - e. DSRE – No Report
  - f. FC – discussed new Gen Ed package and likely impact on Kelce programs of study – issue with Accounting hours going over 120 max due to change for new CPA requirements; discussed possible options
  
- VII. Adjourned at 10:00 a.m.

**Spring 2023 Dates to Remember:**

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

