



MINUTES

Kelce Leadership Team
Room #121
August 15, 2023

Present: Alex Binder, Chelsey Decker, Paul Grimes, Holly Kent, Lynn Murray

Absent: Din Cortes

- I. Administrative
 - a. Academic Affairs/Governance
 1. New KBOR Program Review process – programs failing to meet board’s criteria will be identified this fall by KBOR and campuses must respond in spring. All programs on campus will be reviewed under new criteria in 2027. Provost and Deans decided yesterday to pause review of all programs that were previously scheduled under our campus system – no need to duplicate work or unnecessarily review programs.
 2. Thursday’s “Campus Gorilla Gathering” will be held at 10:00 a.m. in the Bicknell Center. Conversational format with emphasis on student enrollment and experience.
 3. Contract signatory authorization list – see handout
 - b. Campus
 1. Steam line affecting 11 buildings on north side of central campus will be under major repairs between now and Thanksgiving. Expect construction and possible pedestrian and traffic disruptions.
 2. Employee Initiatives Task Force – issued progress report. See handout.
 3. Administration considering LinkedIn Learning professional development license
 4. Mentorship responsibilities for faculty – see handout
 - c. College
 1. Gorilla Rising Project; total expenditures now estimated at approximately \$58M inclusive of new KCOB Building and renovation of Besse Hotel. Financing identified for all but a few million. Mat Burton gave presentation to campus leadership team retreat last week. Invited to give same presentation at Kelce Faculty meeting this week.
 2. Demise of Enactus national organization; how to unwind; office materials, trophies, and funds
 - a. Discussed what to do with Enactus/SIFE materials and funds; will work on clearing office this year; Holly will work on displaying several of the national trophies in upstairs display case
- II. Kelce Personnel –
 - a. KLT performance evaluations; now due – if not completed please schedule immediately
 - b. Updates on positions approved to fill:
 1. Accounting (TE) – Dr. Binder and O’Bryan are heading search; working on position description; accounting faculty are search committee.
 2. Management (TE) – Quantitative Analysis or Data Analytics – still working on setting up this position – Dr. Binder discussed the math needs survey.
 3. Executive in Residence (NTE) – position approved for posting yesterday; 14-day window for applications once advertised.
 4. Accounting/Finance (NTE) – Dr. Binder and Larry Woodward leading the search as co-chairs with, Connie Shum, Gail Yarick, David O’Bryan as committee members.

5. Entrepreneurship (NTE) – Dean Grimes working on job description; will share costs (half) with Shawn’s EDCE unit’s legislative appropriation.
 6. Forecasting and Special Project Director – Dean Grimes working on job description; part of Micropolitan Center planning; funding from EDCE appropriation – Econometrician to develop and maintain a Southeast Kansas econometric model and assist Shawn with special projects (half funded by Shawn’s area)
 - c. Revision of existing position – Creating new job description for BERC Director; convert to a 12-month appointment and add administrative responsibilities (oversee forecasting position and possible assistant)
 - d. Young Nae – due to health issues we will need to rearrange course coverage this fall – One class will go online with Young teaching it, other 2 courses will be taught by other/adjunct faculty
- III. AACSB Accreditation Checklist
- a. CIR and Appendices submitted through the *myAccreditation* portal and distributed to PRT
 - b. Need to work with PRT to finalize agenda – see proposed agenda and reception attendance list based on last visit; discuss and finalize for November
 - b. Need to finalize Faculty Qualifications Summary sheets and Kelce Curriculum Vitae for each faculty member who taught last year
 - c. Need to complete refreshment of all displays in the building
 - d. Need to prepare documentation of evidence for PRT’s work room
 - e. Hotel rooms and conference room reserved at LaQuinta
 - f. Peer Review Team visit date, **November 5th throughout 7th**
- IV. Building Items
- a. Kelce Auditorium and Room #224 inspected by environmental engineer; due to water infiltration and “fungal colony” of unknown source (likely the chairs which were stored in basement during COVID), recommendation that these rooms not be used for classroom activity; all scheduled courses have been relocated; remediation will involve deep cleaning of all furniture, carpet, walls, and rooms; propose taking auditorium off-line due to major costs of prohibiting future water infiltration
 - b. Computer classroom labs consolidation (#105) and relocation of CIS specialty classroom lab (#103) completed; room between available for student study space; print station still available in foyer
 - c. Internship and Career Readiness office established in Room #220; Melissa Weed will office there
 - d. CIS Tutor Room moved to #221; needs new signage
 - e. SBDC Call Center has vacated Backstage Commons area due to loss of funding; signage removed
- V. Kelce Fall Opening Meeting
- a. Reviewed proposed agenda and finalized – see handout
- VI. Administrative Updates
- a. ADGSB – Cortes - absent
 - b. ADMIN – Morrison – need ideas for gift baskets for visitation team; 1 new student employee in Dean’s office.
 - c. ADUSB – Murray – Executive in Resident/faculty position should be posted now and will be posted for 14 days.
 - d. DGBP – Decker – 14 new international graduate students will be here to enroll Friday; GA orientation on Friday; working on training AP enrollment specialists.
 - e. DSRE – Kent – Internship Center is set up and signage is up; Gorilla print station has been revamped and ready; will be hiring 3rd student employee; working on Kelce Connection newsletter; met with Admission Office; met with many individuals regarding internship program; ordering t-shirts for Kelce; plans to host entrepreneurial pitch contest with Kansas Works for community college students.
 - f. FC – Binder – working on schedule and prerequisites; waiting on getting results from math survey.
- VII. Adjourn – 11:30 am

Fall Dates to Remember:

- August 21 – First day of classes
- September 4 – Labor Day Holiday
- September 5 – Kelce Fall Picnic
- October 16 – Midterm grades due
- October 28 – Homecoming
- November 5 to 7 – AACSB Reaccreditation Visit
- November 6 – Final drop day
- November 18 – Thanksgiving Break Begins
- November 30 – Last Day to Withdraw
- December 5 to 9 – Dead Week
- December 11 to 15 – Finals Week
- December 15 – Commencements Begin
- December 19 – Final Grades Due