



MINUTES

Kelce Leadership Council
Room #121
September 12, 2023

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

Introduction and Welcome of our guest Jenni Hall – She is the newly hired Director of Development for the Kelce College and was in attendance at the meeting. Jenni introduced herself, has lived in Pittsburg for 12 years, worked at the middle school as a librarian, and is now also a realtor. All KLT members introduced themselves and discussed their areas of responsibilities.

- I. Administrative
 - a. Academic Affairs/Governance
 1. New University Leadership Team membership; list finalized, see attachment.
 - b. Campus
 1. Census underway to account for defibrillators on campus; will standardize brands and then provide training. Kelce has submitted information to the University Police contact who is coordinating this project.
 2. Emergency Management information review sheet distributed by Campus Police; see attachment. Questions: Are shelter areas in our building still marked? Are classrooms still equipped for active shooter reactions? Are there any pro-active steps we could take?
 - i. Dr. Grimes will contact Jeff Stotts/Lindell Haverstick about what areas of the Kelce building are tornado shelters.
 - ii. Mimi will inventory the wasp spray we have on inventory and order enough to have a spray can in each classroom/lab.
 - c. College
 1. Undergraduate AOL Committee would like to review/update learning competencies to reflect current and forthcoming strategic planning work. How to synchronize with the need for new Kelce Strategic Plan after AACSB reaffirmation visit? Discussion followed on when this review/update could begin. A consensus was reached that this should occur after the reaccreditation visit and we know what issues we need to address.
 2. College notified that we've been allocated \$2,000 for student competitions and conferences; organizations need to submit requests through the dean's office with a form developed last year. Contact Mimi if questions.
 3. Meet the Firms Day held yesterday; 50+ students signed up plus walk-ins; 25 firms and organizations attended – several for the first time.
 4. New clickers for classrooms? Missing in some rooms and not currently standardized. Mimi will coordinate purchasing new standardized clickers for all classrooms.
- II. Building Items
 - a. Hallway door to CIS Classroom #103 now operational; waiting on new sign
 - b. Remediation of Classroom #224 – contractor working on steam cleaning all chairs and surfaces; not sure when they'll be done – still working on carpet

- c. Mural outside dean's office suite portrays a "pantless Gus"; can replace with new picture using a vinyl overlay. Business Gus now has a grass skirt.
- d. Refreshment of display cases and student organization bulletin board spaces underway; will also restart monitor display outside of first floor faculty suite. Holly is working on getting the display cases and bulletin boards done.
- e. Problems with projector going out in Classroom #112 – Dr. Murray sent a ticket to IT. There is also a problem with the air conditioning in the same room – a work order has been submitted.

III. Kelce Personnel –

- a. Updates on positions approved to fill:
 - 1. Accounting (TE) – can't enter search in Gus until we have '24 appointment dates – Provost's office promises to have dates/fringe rates by next week.
 - 2. Management (TE) – quantitative/mathematics/analytics; waiting until we have math curriculum plan ready; discussion of need to be in the hiring market before the semester is over
 - 3. Executive in Residence (NTE) – on-campus interview with first candidate next Friday, 09/22/23
 - 4. Accounting/Finance (NTE) – position has been posted
- b. Updates on positions in funding collaboration with Division of Economic Development and Community Engagement
 - 1. Director of BERC – convert Michael to 12-month; add shared Data Analyst position
 - 2. Entrepreneurship (NTE) – ready to move forward on this position
 - 3. Associate Director for Forecasting and Special Projects (BERC) – revise to Director for Micropolitan Studies; provide leadership for development of proposed interdisciplinary master's degree; discussed alternative reporting lines for oversight; Dr. Grimes working with VP Naccarato to finalize organizational structure

IV. AACSB Accreditation Checklist

- a. PRT agenda – revisions requested from Robin; see attachment – reviewed requests from the Team for changes to the agenda; Dr. Grimes will clarify requests and respond
- b. Webpage link for Faculty Qualifications Profile Summary sheets and 5-Year Kelce Curriculum Vitae sent to team yesterday (<https://pittstate.edu/business/faculty/faculty-qualifications.html>)
- c. Preparing documentation of evidence for PRT's work room
- d. Peer Review Team visit date, **November 5th throughout 7th**; confirmed Provost's availability for exit meeting on Tuesday the 7th

V. Administrative Updates

- a. ADGSB – Cortes – no report
- b. ADMIN – Morrison – no report
- c. ADUSB – Murray – majors fair is 09/27; 10/07 is Rumble in the Jungle
- d. DGBP – Decker – met with Freeman constituents (200 people in attendance) – recruited for PMBA Healthcare option; will need to find a replacement for Paula Baker to teach in the spring; going to business fair at KU on 09/22; creating new PMBA standup display; working on display case for PMBA program; Tucker has been working on clearing out Enactus office.
- e. DSRE – Kent – working on Kelce Admissions; leaving for UW-Stephens Point next week; distributed copy of draft of Kelce Connection – group provided input to Holly on content
- f. FC – Binder – update on math curriculum – distributed working document and discussed; benchmarked our curriculum requirements against competitive and aspirational schools in the state; Alex will work up plan and move forward into legislative process – will submit as one big package of modifications

VI. Adjourn – 1:00 pm

Fall Dates to Remember:

- 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