



MINUTES

Kelce Leadership Team
Room #121
October 13, 2023

Present: Alex Binder, Din Cortes, Holly Kent, Mimi Morrison, Lynn Murray
Absent: Chelsey Decker (excused)

- 1) Announcement from Carmen Kent, MBA Association President; coffee reception with faculty on Monday 10/16; invitations and calendar notices sent
- 2) Administrative
 - a) Academic Affairs/Governance
 - (1) See attached PowerPoint presentation from EVP Forum (Deans, Directors, Chairs, AA Office Leaders) for updates on the AA Division featuring report from VP Stumo on this year's admissions results and enrollment.
 - (a) Graduation is scheduled for the Weede again instead of the Bicknell Center. Format will be similar to recent past practices but more formalized and closer to traditional commencement ceremonies.
 - b) Campus
 - (1) Deans met and had lunch with JCCC administrative team on November 9th to discuss transfers; opportunities to enlarge and strengthen partnership discussed.
 - (2) There will be additional opportunities for us to discuss working relationship.
 - c) College
 - i) Discussion of visit to UW-Steven's Point by Holly and Melissa about internships and student engagement; Kelce policy on work hour requirements for three-credit hour internships is significantly divergent from our peers – discuss reforming our rules.
 - (1) UW Corporate Partnerships program – formalize all interactions to better communicate with partners when opportunities are available.
 - (2) UW Pro Events Program – menu of extracurricular events that are business-related; students in all core classes are expected to attend – at least 2 events per semester incorporated into each class as part of their grade; creates strong incentives for students to participate; app used to track.
 - (3) UW Internship Program – all undergraduate students required to complete at least one internship with minimum of 3 credit hours prior to graduation; students are only required to do 120 hours of work in the field to receive internship credit; all internships are paid.
 - (a) Holly has researched the 120-hour requirement vs. our 240-hour requirement. Our Registrar's Office has no record of why we use 240 hours. Appears to be a self-imposed college rule that can be adjusted; will determine how to best implement a rule more in line with our peers.
 - (i) Provost and President are onboard with moving toward a 120-hour model.
 - ii) CIS Program – name change and curriculum overhaul in works; faculty working with Dr. Binder to coordinate the legislative process.
 - (1) CIS faculty are working to create 3 new courses; modifying program course requirements; eliminating the current capstone course as a requirement; taking away one of the database management requirements; reducing programming course requirements (from three to two); moving toward a more focused data science and information systems (DSIS) emphasis and considering changing the name of the major. Eliminating Computer minor and replacing with two new minors - Data Science and Information Systems.

- (2) Need to discuss potential name change more broadly with Kelce faculty – how will name change affect recruitment and job placement?
 - iii) KBOA Fall Meeting scheduled for **Friday, October 27th**; President Shipp and Mat Burton to attend and present latest news on Gorilla Rising Project; Dean Grimes will send meeting reminder and ask for RSVPs early next week; KBOA members to attend alumni skybox for homecoming game.
- 3) Administrative Area Updates
- a) ADGSB – Cortes - Registrar is moving ahead with MBA STEM designation which will change the CIP code (Management Science and Quantitative Methods); working on responding to AACSB surveys; need to schedule MFT for next semester; attended Kansas Business Hall of Fame induction ceremony with Dr. Grimes last week.
 - b) ADMIN – Morrison - student employee timesheets / reinforce responsibilities and ensure accountability.
 - c) ADUSB – Murray - Rumble in the Jungle was Saturday; several faculty members were in attendance; Galena High School Career fair invitation in November; KCOB will try to do more local recruiting possibly through FBLA organization and utilizing GA's to go out to schools.
 - d) DGBP – Decker - not in attendance
 - e) DSRE –Kent - 125 students have gone through college admissions process; W@W brown bag is Monday; hallway signs, etc. are in progress; latest edition of Kelce Connection is nearly complete.
 - f) FC – Binder – need to schedule happy hour or coffee with faculty; discussed having a happy hour after KBOA meeting; Fraud Examination course will not be offered this spring but will allow a course substitution for minor.
- 4) Kelce Personnel –
- a) Updates on faculty positions approved to fill:
 - i) Accounting (TE) – 1 applicant so far – 1st consideration date is first week in November.
 - ii) Management (TE) – quantitative/mathematics/analytics; on hold at the moment
 - iii) Executive in Residence (NTE) – offer extended and accepted!
 - iv) Accounting/Finance (NTE) – 8 applicants – 1st consideration date is 10/13
 - b) Updates on positions in funding collaboration with Division of Economic Development and Community Engagement; each of below is currently under review by VP Naccarato's office; Bryronni & Kristi are working on PD's and paperwork.
 - i) Director of BEREC – convert Michael to 12-month.
 - ii) Economic Data Analyst (Staff) –
 - iii) Entrepreneurship (NTE) –
 - iv) Director for Forecasting, Special Projects, and Micropolitan Studies (NTE)
- 5) AACSB Accreditation Checklist
- a) Dr. Grimes working on responses to PRT's thirteen queries concerning CIR report; will reach out for help where and when needed.
 - b) PRT agenda – approved by team; will hold Monday's debriefing at Block 22; need to finalize meeting room assignments for concurrent meetings on Monday.
 - c) Menus for reception and PRT lunch with students finalized.
 - d) Kylie's webpage with course syllabi for year of record finalized and link sent to PRT.
 - e) Preparing documentation of evidence for PRT's work room
 - f) Work progressing of getting student organization bulletin boards finalized; new display for faculty award winners is up on both first and second floor; new "Do Business Like a Gorilla" signage up on first floor – considering a similar placement of new university mission statement on second floor; check out new signage in Engagement Center and in Internship Office
 - g) Need to get PowerPoint created for hallway display outside of first floor faculty suite; welcome the PRT and current information; personnel and student highlights? Who to oversee?
 - i) Holly and her student employees will work on both displays.
 - h) Peer Review Team visit date is only *three weeks away*; **November 5th throughout 7th**.
- 6) Review of new building's space program; see handouts – KLT will review and discuss next week at a special meeting. Need to address the following:

- a) Do recent changes in administrative organization call for modification of space requirements, e.g., does the move to university centralized advising and the creation of the Student Engagement Center and Internship Office change the need for support spaces?
- b) How does the plan to maintain instruction of lower division business courses on the central campus affect the number and size of required classrooms while still allowing for expected enrollment growth over time?
- c) Are there any modifications to overall space plan not originally foreseen that need to be incorporated before we move to the design stage?

7) Adjourn – 11:30 a.m.

Fall Dates to Remember:

- 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