



MINUTES

Kelce Leadership Team
Room #121
December 12, 2023

Present: Alex Binder, Din Cortes, Chelsey Decker, Paul Grimes, Holly Kent, Mimi Morrison

Absent: Lynn Murray (excused)

- I. Dean's Update
 - a. Leadership Team met last week; provided an overview of how the Gorilla Plan software will work; different levels of administrative access; VPs' offices will oversee input of unit initiatives, but Deans' offices will input quarterly updates; first update due at end of this month.
 1. Dr. Grimes has been working with Bryronni to organize the Kelce initiatives.
 2. Update due for the first two quarters at the end of the year.
 3. Progress will be tracked as percentages, numbers, or dollar amounts.
 - b. Commencement walkthrough will be on Thursday this week; currently only 71 KCOB grads signed up for our program on Friday evening.
 - c. Admissions Director: interviews completed, and offer should be out this week

- II. Debriefings
 - a. Saturday's Basketball Event.
 1. Everything went well at the event; almost 50 Kelce majors/minors attended; gave out all prizes – including 2 \$500 scholarships sponsored by the JMI.
 - b. Monday's Holiday Luncheon.
 1. Not as many faculty members attended as in past years; need to try to do something different next year to encourage more faculty participation. Encourage emeritus faculty to a Discussed various options including different formats and/or moving off-site.
 - c. Monday's College-wide Meeting.
 1. Meeting went well but a few faculty absences; discussed possible conflicts with final exams – discussion turned to possible non-compliance with dead week and final exam policies; may need to encourage best practices through faculty chair's visits and a new faculty development initiative.
 2. Discussed having a college-specific faculty development program the Thursday before classes begin in the fall – could be coupled with our opening Fall meeting. Workshops for faculty best practices could continue throughout the semester – probably planned by KLT.

- III. Major Field Test (undergrad and grad)
 - a. Frequency – do we need to test this spring? PMBA takes the test in both spring sessions 1 & 2. Talked about frequency of undergraduate students taking the MFT – both spring and fall or only one semester or once a year? Decision: will continue to offer exam once a year in the spring for all students in capstone courses (undergraduate and graduate).
 - b. Responsibility – who will be responsible going forward? Due to Dr. Horner's retirement and Dr. Cortes' upcoming retirement, Dr. Grimes will discuss the possibility of Dr. Murray taking this task on temporarily.

- IV. Administrative Area Updates

- a. ADGSB – Din: working with Erin Sullivan on reports in GUS – Pitt State’s numbers don’t match his numbers for full-time traditional MBA students enrolled in courses on 20th day; he will work with them to get accurate numbers.
 - b. ADMIN – Mimi: no report
 - c. ADUSB – Lynn: absent (judging student final presentations)
 - d. DGBP – Chelsey: 10 RSVPs for reception on Friday (with guests); will take MBA map to reception and allow grads to pin their location on the map; working on MBA trifold – asked that all review.
 - e. DSES – Holly: GA has distributed Kelce Connection newsletters all over town and they have been emailed out to alumni, and others; doing finals events for students – cocoa, snacks, etc.; KS Insurance Certificate scholarships for next semester will be decided after the spring semester begins; working on Kelce Admission process; working on prerequisite report with Dr. Binder.
 - f. FC – Alex: interviewed 2nd candidate for accounting professor position; will bring 2 candidates to campus out of 4 initially interviewed; DSIS major name change has passed faculty senate and will move to KBOR for approval; Dr. Sikolia needs to have an Apple Computer for his classes – will see if Dr. Fogliasso’s computer is still available; 2 students have been invited to compete at APPE Conference in Las Vegas in April – will explore possible sources of college support for students participating; Alex would like to attend if the trip can be supported – approved
- V. Old or New Business
- a. Tracking employment and salary data of recent graduates (spreadsheet sent from Career Services); discussion of GA’s helping to track data that’s required for report this week before they leave for break. Info needed by January 15th to Career Services.
- VI. Adjourn – 12:40 p.m.

Fall Dates to Remember:

- December 11 to 15 – Finals Week
- December 15 – Commencements Begin
- December 19 – Final Grades Due