



MINUTES

Kelce Leadership Council
2:00 p.m. – Room #121
February 28, 2024

Present: Alex Binder, Sang Lee, Paul Grimes, Holly Kent, Anil Lal, Mimi Morrison, Mary Judene Nance, Wei Sha, Larry Woodward

Absent: Din Cortes, Chelsey Decker, Mary Jo Goedeke, Jenni Hall, Lynn Murray, Melissa Weed

- I. Dean's Updates
 - a. EVP Council and Leadership Council –
 - i. Executive Vice President and Provost Search – first consideration date is March 1; committee will begin screening soon after; selection of first-round interviewees immediately after spring break; however, still time to submit names to search committee representatives or to Paul and Mary Carol
 - ii. KNEA initiated study group to examine the campus-wide role of “Program Coordinators” and the diversity of compensation; Dr. Grimes to represent the academic deans
 - iii. Professional Development accounts; Bryronni distributed balances; large balance carry-forwarded each year; some have been dormant for a decade; encourage spending; may consider time limits on use of funds for inactive accounts
 - b. Pitt State Service Awards Ceremony is Thursday at Bicknell; reception open at 1:30 p.m. with program starting at 1:45 p.m.; Five Kelce honorees this year – Dwight Strong (25), Shipra Paul (20), Linden Dalecki (15), Michael McKinnis (15), and Michael Davidsson (10); also, Sue Ann Barnes (40)
 - c. No major news from AACSB Deans Conference; a “special announcement” will be made at ICAM in April; likely to be a longer accreditation cycle for previously successful schools – AACSB discussed survey of business school deans – many deans felt like the 5-year cycle for accreditation is too short – no clues yet about how the process around a longer cycle would work or how long it would be
 - d. Dean Grimes will be on personal vacation before and during spring break 03/07 through 03/17
- II. Appointments and Opportunities
 - a. Satisfactory Academic Progress Appeals Committee Representative; see attachment; discussed rep for committee – will check with Dr. Binder to find a rep for this committee
 - b. 2024-2025 Graduate Council Representatives; see attachment – four appointments needed! Dr. Binder will look to find additional faculty reps for the Graduate Council.
 - c. Fulbright Outreach Fund opportunity – host visiting speakers; discussed attachment on Fulbright opportunities for US Institutions – Scholar-in-Residence program; PCs were asked to see if there are faculty interested in securing funds for this type of program.
- III. Administrative Area Updates
 - a. ADGSB – Din: no report; absent
 - b. ADMIN – Mimi: asked KLT about distributing spreadsheets of each scholarship list of applicants meeting criteria via email so all can view the applicants and manipulate the lists the way they prefer. KLT who were in attendance indicated they would prefer looking at the lists of applicants on their own computers in spreadsheets. Mimi will distribute those lists prior to the scholarship selection committee meeting on March 6.
 - c. ADUSB – Lynn: no report; absent (in class)
 - d. DGBP – Chelsey: absent (promoting MBA at MSSU career fair); Mimi reported for Chelsey that the first consideration for fall GA positions is this Friday, 3/1; she's planning to visit classes after spring break for her semester MBA Information workshops; PMBA applications continue to come in every week; traditional MBA advising is currently taking place with lots of students enrolling; approving many MBA petitions to graduate this spring in both the traditional and online MBA.

- e. DSES – Holly: W@W luncheon will be 3/29; hoping to have 100 people attending; keynote speaker will be Lindsay Young, alumnus who has her own marketing firm; working on spring admissions into Kelce; medallions and cords have been ordered for Outstanding Faculty, Kelce Scholars & Outstanding Seniors.
- f. FC – Alex: delivering annual performance appraisals to tenure earning faculty by Friday and meetings will take place after that along with discussion of goals and objectives and expectations for next year; non-tenure earning faculty appraisals will be completed later; working on report describing his takeaways from the Department Chairs Conference he attended earlier this month in Indianapolis.

IV. Program and Outreach Coordinators Updates

- a. Accounting – Mary Jo: no report; absent (personal) – group noted that the Vita program is in full swing for tax season
- b. Business Economics/International Business – Anil: - stated that he has seen much confusion about what qualifies as an internship; he received input and clarification from Dr. Murray and Dr. Binder in order to update the required form he uses for Economics major internship requests.
- c. Business Studies – Holly: no movement taken yet on the Business Education certificates
- d. Computer Information Systems – Wei: DSIS major – new program title of DSIS is very important for growing the program; there are currently 39 majors and not expecting big increases over time, but hoping to have 50 by the fall; need help in promoting major from everyone; working with Dr. Murray on promotions for program – flyers, brochures, social media platforms; we now have one major in DSIS, one minor in data science and one minor in information systems; discussed offering either a certificate or an emphasis in data science for the MBA; the data science emphasis for MBA students seems to be the best way to go.
- e. Finance – Larry: Dr. Shum and the finance club are going to New York to the finance district later in March.
- f. Management – Sang: International Programs is exploring a new joint program with a Korean university (Woosong) – it is a 2+2 dual degree program; students would take general education courses in Korea and then major courses either online or at Pitt State for final semester(s); the university is interested in science, technology, business, and software engineering areas
- g. Marketing – Mary Judene: Marketing Association – joining the AMA would entail graduate students being charged a professional fee; per email to Marketing Association Advisor, Phillip Frank, the student Marketing Leadership Team is asking that there be a Collegiate Chapter of AMA at Pitt State; club is planning to go to KC to visit an agency; internships – questions on duties for proposed internship positions.
- h. Internships – Melissa: absent; Holly reported the following: 10 total students doing internships this semester; need more students for summer internships; Career Development has requested help promoting their career fair on 3/7; FBLA qualifying event was very successful this weekend – many students from Kelce qualified for nationals.
- i. Development – Jenni: no report; absent (personal)

V. Curriculum

- a. DSIS; name changed approved by KBOR
- b. Entrepreneurship; update from Lynn – no update; absent
- c. Supply Chain and Industrial Distribution; need to determine next steps and start the paperwork
- d. Internship Courses; harmonization of internship course description; working group prepared proposed wording; see attachment – per Holly, Dr. Grimes' GA (Andrew) pulled the catalog descriptions for all internship courses across the college's disciplinary areas – a review revealed inconsistencies in descriptions across the disciplines; a standardized course description is needed to establish uniform expectations across all areas for students and employers; examples of undergraduate and graduate course descriptions were discussed; internships should be major-specific with students working in their field at a professional level; next step is for Holly & Melissa to meet with PCs and tasked with coming up with a rubric to ensure internship work expectations are consistent across all disciplines in the college; lengthy discussion on the role and importance of internships within the college curriculum and other requirements

- VI. Personnel
- a. Searches
 1. Accounting (TE); completed; verbal acceptance; awaiting official appointment from president
 2. Analytics (NTE); two finalists chosen; on-campus interviews upcoming – all are invited to attend
 - b. Forthcoming Vacancies Replacements
 1. Economics (NTE); Visiting one-year position; paperwork starting
 2. Marketing (NTE); Temporary two-year position; description being written, Position number is now set up
 3. Economics (TE); on hold until next year
 - c. Revised and New w/EDCE
 1. BERC; formalization of Director's position to 12-month appointment; decision made to implement with start of new fiscal year – July 1st
 2. BERC; Data Analyst; awaiting PD approval (new)
 3. BERC; Econometrician; awaiting PD approval (new)
 4. Entrepreneurship Coordinator; PD approved, and position number now assigned
- VII. KCOB Strategic Planning
- a. Working through items that will carry-forward from previous plan; next up will be new initiatives
- VIII. Old or New Business - none
- IX. Adjourn – 3:45 p.m.

Spring Dates to Remember:

- March 2: Spring Rumble in the Jungle
- March 10: Spring Break begins
- March 11: Mid-term grades due
- April 1: Deadline for spring and summer graduation applications
- April 1: Last day to drop a course
- April 7: First day of pre-enrollment for summer and fall
- April 25: Last day to withdraw from school
- May 3: Kelce Awards Ceremony
- May 6: Kelce Faculty Awards
- May 6 through May 12: Finals Week
- May 10 and May 11: Commencements
- May 15: Final grades due

