

MINUTES

Kelce Leadership Council
3:30 p.m. – Room #121
October 29, 2024

Present: Alex Binder, Chelsey Decker, Paul Grimes, Holly Kent, Lynn Murray, Mimi Morrison, Mary Jo Goedeke, Anil Lal, Wei Sha, Larry Woodward, Sang Lee, Mary Nance, Melissa Weed, Jenni Hall; **Absent:** Sang Lee, Paul Grimes

- I. Dean's Administrative Update
 - a. Provost's Academic Leadership Council met yesterday –
 1. Institutional Risk Assessment – KBOR initiative; Susan collecting lists from deans concerning risks to Academic Affairs; wants both university-wide and college-level risks; "landscape" higher level operational risks categorized by degree of likelihood and degree of impact; wants input from college leadership teams
 2. Campus Master Planning – will be conducting in-house; not just a facilities planning but to include a deep dive into programs (what to keep and grow, what to drop, what to add); develop process to monitor progress and implementation over time
 3. First formal meeting between Susan and KNEA bargaining team this week; will receive Interest Based Bargaining training from FMCS early next spring prior to negotiations.
 4. Susan is initiating a "book club" with the deans; first book is *Right Thing, Right Now* on stoic philosophy
 - b. President requested that Paul meet with him and Susan about "academic programming"; discussion centered around new "signature" ideas to take advantage of our forthcoming move downtown; Dean Grimes presented the "exploratory internship" idea, formal creation of professional development program for local businesses, a tracked student engagement and success program, and opportunities for living-learning communities, etc.
 - c. Inactive Courses – see attached list; need to identify those that can be removed from current catalog; discussion and suggestions – will review and bring back those that need to be removed
 - d. Webpage checks; any error/corrections/update issues from the program areas?
- II. Program and Outreach Coordinator Updates
 - a. Accounting – Mary Jo: working on VITA - ready to go for next semester; working on legislation for masters programs; accounting/finance search is still on hold
 - b. Business Economics/International Business – Anil: current and former econ and finance faculty came to Kelce today for pizza get-together
 - c. Business Studies – Holly: working through combinations & career paths
 - d. Decision Science & Information Systems – Wei: DSIS is keeping him busy since it's a young program; waiting on CS for their legislation to before making changes to DSIS; would like to see a data science program in the traditional MBA as well as the PMBA; need to update descriptions for courses to make sure everything is coherent; met with academic advisors last week
 - e. Finance – Larry: had a guest speaker come speak from the Office of the Comptroller (they are hiring); tomorrow Phil Minton from Jock's Nitch is speaking to student organization; completed raising funds for this year's trip
 - f. Management – Sang: absent
 - g. Marketing – Mary Judene: new marketing instructor (Chandler Davidson) will begin in the spring semester
 - h. Internships – Melissa: has had between 15-25 students interested in internship program; Internship reception will on November 4 at the Bicknell; more funding for micro internship programs now available from the state – up to 5 projects - closer to \$3,000 which is double what we've been getting; most opportunities are remote
 - i. Advancement/Development – Jenni: accepting nominations for alumni awards through December 1 – encouraged to nominate; talking about new scholarship for the business education program; goal for new scholarships is to make them less restrictive; golf tourney was October 7 – great turnout – 26 teams, 104 golfers, record profit, 15th year; Explained and discussed the differences in the various Alumni Association Awards:

- Meritorious Achievement Award; based on career achievement, for alumni who graduated at least 25 years prior to their nomination.
 - Dr. Kenneth Bateman Outstanding Alumni Award; for individuals who have demonstrated significant professional growth and advancement since the completion of their degree. Intended for those individuals who graduated at least 10 years ago – for those nominees with more than 25 years since graduation they are considered in the Meritorious Achievement category.
 - Dr. Ralf J. Thomas Distinguished Service Award; candidates who have rendered significant volunteer service to Pitt State.
 - GOLD Alumni Award; formerly the Good Apple Award, to recognize outstanding graduates within 10 years of graduation.
- j. Kelce Advisors – Ashlee Wilbur, Jennifer Lawrence, Janelle Cowan – introduced themselves to KLC; discussed a few curriculum issues

III. Administrative Area Updates

- a. ADGPB – Chelsey: applications for SP25 GA positions are now open – 4 FT and a few part time – deadline to apply is November 15; faculty will review names before position is offered to student; will be having a thank you for GA's who have been doing a great job; discussed GA semester project – November 19 will be presentation; 2nd fall session of PMBA now underway; discussed dual degree/exchange programs – met with constituents; MBA advising is on-going; taking on doing some surveys; Graduate Council meeting is tomorrow with several courses being discussed; MBA commencement reception is being planned
- b. ADMIN – Mimi: no report
- c. ADUSB – Lynn: no report
- d. DSES – Holly: training on faculty-led trips abroad with Chelsey – share with faculty (study abroad course); admitted 60 students to KCOB so far this semester; there are 11 students with admission concerns
- e. FC – Alex: Programs need to consider where the newly numbered internship courses fit into the program's major/minors. Any other changes should also be considered/added at this time so that we aren't submitting changes too often. Please meet and let him know what you decide before the end of the term.

IV. Curriculum Updates

- a. Area of Concern: Undergraduate Excel proficiency; revisit certification requirement in DSIS 130 – discussed revisiting this proficiency certification
- b. Programs (Degrees, Majors, Minor, Emphases)
 1. Human Resource Development BBA and MS
 2. Supply Chain Management BBA (in cooperation with CCOT's BS in Industrial Distribution)
 3. Entrepreneurship Minor within Management BBA
 4. Business Education pathway within Business Studies BBA – working toward offering this emphasis as a certificate program in cooperation with the College of Education
 5. Regional Economic Development emphasis for MBA
- c. Courses
 1. Internship – revisions/updates and new
 2. Entrepreneurship – new

V. Personnel Updates

- a. Hiring Updates - Faculty
 - Assistant Instructional Professor of Marketing (NTE) – Chandler Davidson accepted offer; will start SP25
 - Assistant Instructional Professor of Accounting and Finance (NTE) – awaiting provost's decision
 - Assistant Professor of Economics (TE) – Teams site opened by HR; ad in JOE forthcoming
- b. Transferring Faculty from COT
 - Two senior tenured faculty – awaiting notification of salary lines
 - One junior untenured faculty; request submitted to provost to modify from NTE to TE
- c. Hiring Updates – Professional Staff
 - Entrepreneurship Coordinator – applications being accepted
 - Assessment and Accreditation Coordinator – 3 Zoom interviews with candidates this week
 - Econometrician (with EDCE, now RED) – job posted and applications being accepted
 - Data Analyst (with EDCE, now RED) – job posted with large number of applications being received; ad in JOE forthcoming

- VI. Old or New Business - none
- VII. Adjourn – 4:35 pm

Fall Dates to Remember:

- November 4 – Last day to drop a single course
- November 10 – Early Enrollment begins
- November 22 – Last day of classes before Fall/Thanksgiving Break
- November 25 – Last day to withdraw from semester
- December 2 – Classes resume / Dead Week begins
- December 9 – Finals Week begins
- December 13 – Semester closes
- December 13 – Commencement @ 8:00 p.m.
- December 17 – Final Grades Due to Registrar's Office