



MINUTES

Kelce Leadership Team
9:00 a.m. – Room #121
March 19, 2024

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

- I. Dean's Updates
 - a. Gorilla Rising Plans – issues with property acquisition being negotiated
 - b. EVP Council and Leadership Council:
 - i. No meetings held last week or this week; no news to report
 - c. Executive Vice President and Provost Search – committee reviewed and evaluated candidate applications yesterday; selected 9 semi-finalists and 2 alternatives for first round video interviews
 - d. Jeff Ney's alumni award visit coming up soon; Friday, April 5th - luncheon food ordered, and room booked in the Student Center – currently scheduled in Kansas 3 – KLT invited
 - e. President Shipp not available for Kelce Awards Ceremony; Provost Smith agreed to speak; Dr. Cortes will be emcee
 - f. Banner marshals needed for commencement – will ask Steve Zornes to be the undergraduate Marshall since he had volunteered in the past and Din Cortes will be the graduate Marshall
- II. Administrative Area Updates
 - a. ADGSB – Din: submitted 2 of 3 AACSB surveys due this month; looking for funding for summer abroad program in Taiwan – will depend on student interest.
 - b. ADMIN – Mimi: Lori Scott Dreiling, HR director, is asking to come to a KLC meeting to do training on the new hire onboarding checklist – decided to change next week's KLC meeting from Wednesday to Monday at 2pm so all can attend including admins.
 - c. ADUSB – Lynn: working on preparations for BGS ceremony and initiation; also working on preparations for the Women@Work luncheon which is next week; she and students will man a table at State FBLA competition in April; 94 out of 99 students took MFT; grad MFT will be April 11
 - d. DGBP – Chelsey: planning to set up a booth at the PSU Career Fair next Wednesday; PMBA 2nd session is occurring; lining up PMBA courses for summer and fall; several GA applications have been received; working on Outstanding MBA applications; also working on commencement reception – hoping to have at the Bicknell on Friday, May 10; might do a combined PMBA/BGS reception; GA/student worker directory is in process
 - e. DSES – Holly: University Catalog Update – due on Thursday – any who haven't reviewed are asked to review before then; met with Student Success and they are creating an access level in Navigate for Holly/Student Engagement office to aid their processes – this will be a better way to communicate with students than email and will be in place for her before the fall semester.
 - f. FC – Alex: Kay Kim injuries/course consequences – working on new Accounting faculty, Dr. Huffman's, course schedule for fall; working on making ACCTG 815 a topics course; working on Performance Appraisals with all faculty; KLT decided to provide funds for program coordinators to take their faculty to lunch once per semester – Dr. Binder will inform Program Coordinators; discussed committee work being provided for KBOR requirements for business degree programs; he is also on KBOR Math Pathways committee – tasked with requiring course for the general education bucket of the curriculum; discussion on making all tenured and tenure earning faculty graduate faculty and possibly NTE as graduate service status; discussed fall professional development day (Thursday before classes start) – need to get on faculty calendars soon

- III. Curriculum
- a. Entrepreneurship; update from Lynn – meeting next week to finalize syllabi
 - b. Supply Chain and Industrial Distribution; no update from Paul
 - c. Internship Courses; harmonization of internship course descriptions – Holly and Melissa have a meeting with the Registrar this week and have worked on a document providing more information on the process – will ask for feedback from KLT before finalizing document.
- IV. Personnel
- a. Searches
 1. Accounting (TE); completed – signed contract received on 3/7/24
 2. Analytics (NTE); search completed; verbal acceptance; status? – Dr. Murray will check on the status of the contract
 - b. Forthcoming Vacancies Replacements
 1. Economics (NTE); Visiting one-year position; Dr. Binder stated that there are 5 applicants so far
 2. Marketing (NTE); Temporary two-year position; awaiting Leadership approval – position is now posted according to Dr. Murray
 3. Economics (TE); on hold until next year
 - c. Revised and New w/EDCE; status quo
 1. BERC; formalization of Director’s position to 12-month appointment; decision made to implement with start of new fiscal year – question about official start date
 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 – Stephen Zornes, Dacia Clark and Lisa Paterni are prospective committee members
- V. KCOB Strategic Planning
- a. Dean Grimes has prepared drafts of new initiatives based on review of action items carry-forwarded from last plan
- VI. Old or New Business – will distribute list of stories for the Kelce Connection (Holly) – all are asked to review and provide more input for the newsletter
- VII. Adjourn – 10:50 am

Spring Dates to Remember:

- April 1: Deadline for spring and summer graduation applications
- April 1: Last day to drop a course
- April 5: Alumni Awards Day
- 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 & General Faculty Meeting
- May 6 through May 12: Finals Week
- May 10 and May 11: Commencements
- May 15: Final grades due

