



Minutes

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

Present: Paul Grimes, Holly Kent, Lynn Murray, Mimi Morrison

Absent: Alex Binder, Din Cortes, Chelsey Decker

- I. Dean's Update
 - a. Provost Search – offer made; response still outstanding
 - b. With new SIS system coming, enrollment for Spring/Summer 2025 will occur in November 2024 (as opposed to the historical pairing of Summer/Fall enrollments which have occurred in Spring semesters); course schedules will need to be constructed very early in the Fall
 - c. Housing applications down \approx 100 from this time last year; CARES currently running behind as well
 - d. Promotion and Tenure – first notices went out last Friday; campus-wide workshop scheduled for April 22nd; no KCOB names identified as first-year-eligible (two are otherwise eligible)
 - e. Nancy George informed us that KBOA member Daniel Kjergaard's wife Barbara died in an auto accident on I-35 Saturday night
 - f. Faculty Awards – candidates identified following established procedures; discussion
 - g. Kelce Board of Advisors meeting will be Monday, May 13. Dr. Grimes will inform KBOA via email.
- II. Administrative Area Updates
 - a. ADGSB – Din: NR, absent
 - b. ADMIN – Mimi: it was decided to keep the refreshments at the Kelce Awards ceremony very simple – fruit and vegetables and desserts; reduce order size to minimize waste
 - c. ADUSB – Lynn: BGS invitations are in the process of being delivered to eligible students; Women@Work received the Outstanding Organization Award at the Leadership Awards Ceremony; Soccer 101 meeting on 04/23 – will be open to anyone on campus; Kelce picnic is 04/30; Jeff Ney's (Distinguished Service Award recipient) visit turned out very well; meetings of search committees to be held today (Entrepreneurship & Marketing); will be meeting with Admissions this week regarding recruitment for DSIS; GA reps attended FBLA state conference in Topeka last week
 - d. DGBP – Chelsey: (absent but submitted report) – she is working on enrollment emails and messages; the outstanding MBA applications have been submitted and are going to the graduate AOL committee today; planning in progress for MBA reception at Bicknell prior to commencement
 - e. DSES – Holly: enrollment has begun for summer and fall; there is only one FBLA student qualified for nationals who wants to attend the national competition – got approval to travel with Buter Community College group – Kelce will help cover costs; updated catalog copy has been submitted to Registrar – discussed how to initiate changing "CIS" to "DSIS" on several Pitt State website pages
 - f. FC – Alex: NR, absent (attending conference)
- III. Old or New Business - none
- IV. Adjourn – 10:10 am

Spring Dates to Remember:

- April 7: First day of pre-enrollment for summer and fall
- April 25: Last day to withdraw from school
- April 30: Kelce Picnic
- 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