



MINUTES

Kelce Leadership Council
11:00 a.m. – Room #121
May 30, 2024

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

Absent: Chelsey Decker (family leave)

- I. Dean's Update
 - a. No EVP&P Council for last two weeks; Howard met with deans to discuss "handoffs" of administrative roles
 1. Howard will be out of office beginning June 10th until June 24th
 2. Susan's official start date is June 24th – will be in the office after July 1st
 3. Interim Deans of A&S and COE will begin June 9th – Dan will continue as Interim Dean of COT
 4. Jaime Dalton's last day in President's Office is June 24th – New presidential assistant will be starting soon – Emily coming from Nebraska
 - b. Academic Affairs issues – unless it is an emergency, please hold until Susan's arrival
 - c. Need to set date for KBOA summer virtual meeting in July – discussed potential meeting dates – will set for Monday, July 22, 12 o'clock noon via Zoom
 - d. KBHF Induction Ceremony at Emporia State (see attachment) – Thursday, June 13th, reception at 4:00 p.m. and ceremony at 4:30 p.m.; KCOB has purchased a sponsorship with 4 reserved seats – potential attendees will be Jenni Hall, Phillip Frank, Terry Puett
 - e. Visiting scholar request letter – see attached inquiry sent to Dr. Dalecki – discussed letter of inquiry for visiting scholar– will set up Zoom meeting with this person to see if he's interested in teaching one or more marketing courses in the fall
 - f. Email request from JHS FBLA to sponsor students (see attachment) – we have no mechanism to support these students
 - g. Dean Grimes will be gone on personal vacation June 2 through June 22; limited email and cell phone; report timecards as usual
- II. Personnel
 - a. Hiring Updates – working on hiring Econ candidate; have not been able to hire Marketing candidate as of today; Entrepreneurship Coordinator – no candidates yet because advertising hasn't begun – discussed where/when to advertise position
 - b. Office / Spaces Updates – Room #221 Kelce is still a DSIS tutor lab; 206B will be available as GA office space; spaces have been identified and allocated for new faculty and those changing offices; phased retirees need to vacate their offices upon separation date; will work on office space for GAs once total number of part-time GAs is finalized
- III. Administrative Area Updates
 - a. ADGSB – Din: worked with Uzbekistan group that was here yesterday – took them on a tour of Block 22 and attended reception at the President's home; contacted by Taipei university to update sister school agreement

- b. ADMIN – Mimi: need to set times for KLT/KLC meetings for fall – asked everyone to have their calendars updated; Carmen and Tucker are working in the Dean’s office this summer
- c. ADUSB – Lynn: no additional report
- d. DGBP – Chelsey: absent
- e. DSES – Holly: Business Professionalism excluded from TAC system-wide articulation matrix – course determined not to be equivalent to “Business Communications”; next edition of the *Kelce Connection* newsletter should be ready to proof by the end of the day; paperwork regarding internship course revisions being prepared for legislation; Kansas Insurance Certificate will change name to Financial Services Certificate; internship handbook is in the final stages of completion; hallway posters will be replaced soon with new profiles; working on professional development program for students – need to decide on a name for the program and the events – discussed various options and KLT will seek additional input with goal to have name decided by end of summer
- f. FC – Alex: Intro to Programming and Intermediate Programming courses are on the list for TAC system-wide articulation consideration; DSIS faculty will be notified and asked to identify a representative to participate in the meetings

IV. Old or New Business – discussed personnel issues

V. Adjourn 12:20 p.m.

Summer Dates to Remember:

- June 3: Summer I courses begin
- June 19: Juneteenth Holiday
- June 28: End of Summer I
- July 1: Summer II courses begin
- July 4: Independence Day Holiday
- July 26: End of Summer II