



Minutes

Kelce Leadership Council
9:00 a.m. – Room #121
July 30, 2024

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

- I. Dean's Administrative Update
 - a. KCOB's FY24 Q4 Gorilla Plan updates entered into system prior to end of June
- Will review at future meeting and make plans for FY25
 - b. Provost Bon assumed duties at end of June. EVP Council is now the PAL Council (Provost's Academic Leadership Council); meeting every Monday afternoon at 1:30 p.m.
 - c. Four Academic Dean positions with interims; A&S – Chris Childers; COE – John Opplinger; COT – Judy Smetana and Joe Levens (Interim Associate Deans serving Interim Dean Dan Shipp); Library – Robert Lindsey
 - d. Discussions to date centering on Academic Planning and trying to solve some perennial issues such as over reliance on EDCs and issues surrounding faculty workload and scope of service responsibilities.
 - e. Academic Affairs Leadership Forum scheduled for next Tuesday, August 6th at 8:30 a.m. in Russ Hall, Classroom #326.

- II. HRD Transition – send comments to Dr. Grimes
 - a. President Shipp has given verbal approval and discussed with School of Technology and Workforce Development. Not yet formally announced to full COT faculty.
 - b. Transition Plan Memo developed and discussed with HRD faculty. To be sent for Provost's and President's approval this week (attached).
 - i. All HRD courses/degrees are taught online at this point. Want to transition to some face-to-face courses. Will transition in a few years to a BBA degree after teaching out all the current technology majors.
 - c. Need to identify who from KCOB will serve on Transition Task Force. (potential reps: Binder, Murray, AOL/Curriculum Committee Chair TBD)

- III. Opening Faculty Workshop
 - a. Agenda Development – Alex – described outline of draft workshop schedule; detailed group discussion followed on how to organize and structure the program; Alex will finalize details; Mimi and Alex will visit with Bicknell personnel concerning facilities; lunch will be ordered in
- Mission Statement and Strategic Plan input needed from faculty; Dean Grimes will lead
 - b. Will this replace the traditional opening meeting, or do we need one during first week of school? – decision made to have short meeting while folks finish up lunch; will focus primarily on college announcements prior to beginning the workshop program

- IV. Annual building of committee assignments
 - a. College Standing Committees (see last year's rosters)
- Integrate new faculty members – Huffman, Jiang, Pursley
- AOL & Curriculum Development – both committees need new leadership identified; discussed options on how to fill these key positions; Dr. Binder will contact potential candidates
 - b. University Committees (see current request attached) – discussed potential candidates for committees – will continue discussion after Dr. Binder talks to several faculty

V. Personnel

a. Hiring Updates

- Entrepreneurship Coordinator – currently have 3 applicants
- Marketing Instructional Professor – our first choice candidate took job at University of Arkansas; may want to continue to try to find someone to start in spring – position still open
- Econometrician and Data Analyst positions with EDCE; funding being identified – plan to start advertising in early August

b. Offices / Graduate Assistant Spaces – updates

- i. HRD – 201 faculty suite (3 offices at end of hallway)
- ii. Lee – moved to 201C
- iii. Zornes – moved to 201D
- iv. Pursley in 110N
- v. Sikolia moved 223D
- vi. DJ Jiang in 211 faculty suite (Fang's old office)
- vii. Huffman in 223L
- viii. GAs in 221 (10 students) and 111 (8 students)
- viii. Horner has now vacated his office

VI. Administrative Area Updates

- a. ADMIN – Mimi: Notify Jenni Hall in Development of events/will assist where appropriate – Dr. Murray will have GA seek out events from faculty and staff at least once per week and will add to our Instagram, FB, X (twitter), Canvas pages, etc. Will also try to involve Program Coordinators in obtaining this information from their areas and reporting it to the GA.
- b. ADUSB – Lynn: Kelce picnic will be Tuesday after Labor Day – Sept 3; still working on getting adjuncts for two classes for fall (Intro to Marketing & Intro to Management)
- c. DGBP – Chelsey: GA appointment spreadsheet was distributed; need to get name tags for GA's; GA Orientation will be August 16; GAs are scheduled to start work on August 12; 5 new international students will be here on August 16 to enroll for fall MBA Program; will be ordering new table cloth for KGSB use at events
- d. DSES – Holly: leaving for France tomorrow for 2 weeks; will be meeting with LaRochelle rep when there to see what needs they have; Carmen will help distribute brochures and course materials while she is studying there; discussed doing a study abroad trip to France for our MBAs
- f. FC – Alex: planning faculty workshop on 8/15; still have a few courses to staff (getting close)

VII. Old or New Business - none

VIII. Adjourn – 11:20 am

Fall Dates to Remember:

- August 12 & 13 – New Faculty Orientation Days
- August 14 – Professional Development Day
- August 15 – Campus Gorilla Gathering at the Bicknell
- August 19 – First day of classes
- September 2 – Labor Day holiday
- September 3 – Kelce Picnic
- October 14 – Midsemester grades due
- October 19 – Homecoming Saturday
- November 4 – Last day to drop a single course
- November 22 – Last day of classes before Thanksgiving Break
- November 26 – Last day to withdraw from semester
- December 2 – Classes resume / Dead Week begins
- December 9 – Finals Week begins
- December 13 – Semester closes

December ?? – Commencement