



## MINUTES

Kelce Leadership Team  
8:00 a.m. – Room #121  
September 10, 2024

Present: Alex Binder, Paul Grimes, Holly Kent, Lynn Murray, Mimi Morrison  
Absent: Chelsey Decker (recruiting at the University of Arkansas)

- I. Dean's Administrative Update
  - a. Provost's Academic Leadership Council met yesterday
    1. Commencement; Melinda met with group to go over plans for fall graduations; will follow format similar to last spring; KCOB will be at 8 p.m. on Friday, December 13<sup>th</sup>; shared ceremony with CAS
    2. This week, Susan is starting her "Listen, Learn & Explore" visits with departmental faculty groups (KCOB – 09/26/24 @ 3:30 p.m.)
    3. Provost Office will be buying an "unlimited" subscription for job postings (with scraping) from *Higher Education Jobs*; goal to increase and broaden applicant pools
    4. Still soliciting ideas for items to include in this year's KNEA negotiations; send thoughts to the dean
    5. COT and CAS are modeling a college budget director's position; is this something we need? Discussion
    6. Three Colleges plus the Library Deans' searches still on hold until later in the year
  - b. Last Wednesday, Dean Grimes made presentation to Sunrise Rotary Club about downtown relocation; most were enthusiastic about plans, but one downtown business owner was unhappy with the decision
  - c. Dean Grimes to be out of office September 23 and 24; Susquehanna University (PA) for an AACSB reaffirmation visit
- II. Award leftover minor scholarships to close accounts (see attached)
  - a. Dean Grimes proposes to use development funds to supplement and award each at \$500
    1. Need 3 names – MBA, Accounting, Marketing – give info to Mimi to enter
- III. Administrative Area Updates
  - a. ADGPB – Chelsey: n/a
  - b. ADMIN – Mimi: no report
  - c. ADUSB – Lynn: working on undergraduate view book – need new Mission Statement to be finalized to add to the view book; majors fair is next Wednesday – sent out sign up sheet for faculty who will be assisting; all new entrepreneurship courses are in the Faculty Senate folder
  - d. DSES – Holly: invited to attend student Study Abroad training; working on specific curriculum requirements for internship courses; working on process to change name to Financial Services Certificate from Kansas Insurance Certificate; discussed DSIS changing program admission criteria to 2.25 GPA, from 2.5; meeting with COB academic advisors monthly for a while to review all requirements for all degrees; distributed and discussed draft of GA project proposal on using AI; send ideas for *Kelce Connection* (new faculty, outstanding faculty, contractor for new building)
  - f. FC – Alex: finalizing work on course schedules; communicating with academic advisors about info they need for advising; met with DSIS faculty regarding programming courses – will follow up with Tim and Bobby from Mathematics about long-term direction of who will be responsible for which programming courses; updating DSIS 130 course to include Excel certification
- IV. Personnel
  - a. Hiring Updates - Faculty
    - Assistant Instructional Professor of Marketing (NTE) – small applicant pool – interviewing applicants this week

- Assistant Instructional Professor of Accounting and Finance (NTE) – will confirm approval of Provost
- Assistant Professor of Economics (TE) – start process – will confirm approval of Provost

b. Transferring Faculty from COT

- Two senior tenured faculty
- One junior untenured faculty; requesting to modify from NTE to TE – will seek approval of Provost

c. Hiring Updates – Professional Staff

- Entrepreneurship Coordinator – applications being reviewed – will be posted in Higher Ed
- Assistant Dean for Graduate Business Programs – approved and filled
- Assessment and Accreditation Coordinator – Committee appointed; Dr. Grimes & Dr. Murray are coordinating the search
- Econometrician (with EDCE) – finalizing PD and funding sources – position approved; will begin search
- Data Analyst (with EDCE) – finalizing PD and funding sources – position approved; will begin search

V. Old or New Business - none

VI. Adjourn – 9:20 a.m.

**Fall Dates to Remember:**

October 5 – Rumble in the Jungle

October 7 – 15<sup>th</sup> Annual Kelce Golf Tournament

October 14 – Midsemester grades due

October 15 – Economic Outlook Conference

October 18 – KBOA Fall Meeting

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 13 – Commencement @ 8:00 p.m.

December 17 – Final Grades Due to Registrar's Office