

MINUTES

Kelce Leadership Team
8:30 a.m. – Room #121
May 6, 2025

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

- I. Dean's Administrative Update
 - a. Provost Academic Leadership (PAL) this week's major items
 1. New IT Procurement Policy forthcoming from KBOR; likely to add some complexity
 2. Kansas DEI Legislation is in effect now, but universities will need to sign off on a certification letter at some point during the summer; interpretation on specifics not yet given, however, we do need to remove email pronoun tags now
 3. FERPA; Provost asked about state of compliance; Deans were confident that most regulations are being followed; the only major issue is faculty inadvertently speaking with parents when called or emailed
 4. Library Databases; costs rising an average of 5% annually; need to trim about \$40K from spending (attached)
 5. Testing Center; Susan plans to hire a center director; currently run by students!; new readily accessible site for testing center needs to be identified
 6. Sanitary supplies for classrooms and public spaces; will revert back to custodial; supplies to be provided "within reason"; will need to coordinate to avoid waste
 7. KNEA; administrative priorities for final negotiations – workload, post-tenure review, annual appraisal process, course evaluations, and faculty goal setting
 8. Other topics; campus master planning – auditing spaces/stuff/programs and people; Academic Affairs summer retreat; Strategic Planning; website concerns
 - b. Leadership Team; met last Thursday and heard presentation from VP Flannery about new policies adopted by the Foundation Board of Trustee; new Alcohol Policy and revised "Fundraising 'Event' Policy and Procedures" document (see attachments)
- II. Discussion of new building
 - a. OAC meeting this Wednesday; Monica will also be bringing the finishing samples for input and feedback
 - b. Discuss last week's coordination meeting; items we need to start work on; meeting scheduled for May 28 concerning direction of proposed Kelce coffee bar
- III. Administrative Area Updates
 - a. ADGPB – Chelsey: on May 17, Commencement Day – BGS at 10am; MBA reception at 11am; KCOB commencement at 1pm; MBA 50th anniversary medallions have arrived – for graduate faculty and graduating MBA students; 50th anniversary MBA lapel pins will be distributed at faculty meeting next week; working on "Save the Date" for 50th anniversary celebration which will be held on September 13 – sending invitations next week and posting on Facebook; 1 PMBA topics course and instructor is open to be filled once a year (in general emphasis)- discussion followed on potential courses
 - b. ADMIN – Mimi: no report
 - c. ADUSB – Lynn: picnic is today; Sarah is working on several projects; Library is doing end-of-semester late night student support again and Kelce will participate by providing snacks; Assistant Prof of Marketing position – working with HR to post; Lynn and Chandler are visiting UCO to view their Professional Sales Center this week
 - d. DSES – Holly: Gateway curriculum meeting was yesterday – finishing up new common syllabus for all Gateway courses; Student organization sponsors have been asked to submit year-end review to be presented at next faculty meeting; still working on logos for student organizations; reviewed demo from *Suitable* – computer system that keeps track of PD participation and student activities – conference this summer that she and Melissa plan to attend; *Suitable* generates reports that are commonly used for AACSB accreditation (data for CIRs)
 - e. FC – Alex: played golf at Crossland tournament yesterday at Twin Hills; working through a long to-do list for the end of the academic year

- f. General discussion of concerns about water leakage from ceiling outside of classroom #203, nasty water in bucket next to door, need to keep floor dry and clean; work orders not being responded to in a timely manner

IV. Personnel Updates – Positions Remaining Open

- a. Forecasting Director (with RED) – no update; meeting this afternoon with RED
- b. Data Analyst (with RED) – no update; meeting this afternoon with RED
- c. Assistant Professor of Marketing – committee formed; paperwork underway
- d. Visiting Assistant Professor of Economics – D.J. Jiang; one-year reappointment in process; visa app started

V. Old or New Business

- a. Catalog updates – in progress
- b. Furniture & IT budget for new building – need to find additional funds to meet these budgets

VI. Adjourn – 10:00 a.m.

Spring Dates to Remember:

May 5 to 9 – Dead Week
May 6 – Kelce Spring Picnic
May 12 – Kelce Faculty Awards and End-of-Semester General Meeting
May 12 to 16 – Finals Week
May 17 – BGS Induction / Reception / Spring KCOB Commencement
May 19 – AOL Workshop / KBOA Spring Meeting
May 21 – Final grades due to Registrar

June 2 to 25 – Summer I
June 30 to July 25 – Summer II