



## MINUTES

Kelce Leadership Team

8:30 a.m. – Room #121

Summer Monthly Meeting #3: August 07, 2025

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

- I. Dean's Administrative Update
  - a. Provost Academic Leadership (PAL) – Susan did meet with the deans this week:
    1. Welcomed Lisa (CCOT) and Eric (LIB)
    2. Reviewed Deans & Directors Retreat agenda
    3. Discussed KNEA stalemate with finalizing the contract
    4. Discussed KBOR expectations; working group to propose revised faculty workload/tenure guidelines; this is being done given that the tenure bill is still pending in the state legislature's committee
  - b. Dean Grimes and Faculty Chair Binder attended meeting yesterday about Navigate and student retention; presentation by EAB personnel; faculty are encouraged to use the system and take advantage of the data reports; meetings between faculty members and their student mentors should be scheduled and reported in the system
  - c. Third revision of RFP for coffee bar/c-store now circulating; Wes Streeter now reviewing to provide input based on Block 22 experiences (see attachment)
- II. Review agenda for next week's opening college meeting (see attachment) – due to air conditioning issues, the decision was made to hold Wednesday's meeting in Kelce Classroom #207; add sabbaticals and phased retirement individuals to personnel items; discussed changing title of Data Analyst position to Data Technician; discussed KCOB Operating and Policy Documents section – will need to vote to approve revisions and updates for new 6-year accreditation cycle; Dr. Murray will discuss mentorship and Research Fridays; Holly will distribute a handout about student organization logos and a few other items since she'll be absent; announcements for new programs need to be added to the agenda
- III. Proposed college Capital Equipment Repair and Renovation Policy document (see attachment); discussed and determined no additional edits are needed; approved the policy by consensus; Dr. Grimes will forward to Jaime Dalton
- IV. Administrative Area Updates
  - a. ADGPB – Chelsey: 50<sup>th</sup> anniversary mailing has gone out to about 2,000 alums; need student employees on Sept 13 to help with event; GA's will be here for orientation next Friday; still need to send invitations to KBOA and faculty – Dean will pay for t-shirts and food at tailgate for KBOA and Kelce faculty; 15 declared DSIS emphasis students
  - b. ADMIN – Mimi: planning to have a social event each semester to include all faculty, staff and student employees; office is fully staffed for the fall; Dean encouraging all admins attend one professional training conference this year
  - c. ADUSB – Lynn: View Book will have draft next week; need student photos and quotes to feature
  - d. DSES – Holly: working on prerequisite reports and will get to advisors by tomorrow; working on honor society logos; need to update marketing materials for Financial Services certificate; discussed GA's doing a group project again this year – decision made to assign another AI-themed project
  - e. FC – Alex: Fall Faculty Workshop plans; distributed info for discussion at the faculty workshop next week; decided on table top themes and who will be facilitating which groups; discussed order for choosing offices in the new building – Alex explained decision formula (weighted by rank and time in service) to determine order of selections based on input from faculty survey
- V. Personnel Updates – Positions Open
  - a. Forecasting Director (with RED) – applications being accepted; early first consideration date (Alex)
  - b. Data Analyst (with RED) – Michael Davidsson reviewing/revising PD with Shawn; will need to restart search
  - c. Assistant Professor of Marketing – applications being received and reviewed (Lynne)
- VI. Old or New Business - none
- VII. Adjourn – 11:00 am