

**Kelce College of
Business Chairs
Meeting
February 13, 2008**

1. Updates

a. President's Council

1. Regents meet today. Tuition Caps – expectation that BOR will have five votes to vote down tuition caps for next year.
2. Telephone bills may not be accurate yet. Should be billed through January.
3. Web re-design – Phase I & II have been completed. A blog will be created on the web site to show proposals for new web site and will encourage input from faculty, staff and students.
4. Legislative pay increases – 3% for classified staff had been proposed, however there have been some readjustments in budgeting and we do not know exactly what pay increases may be for classified and unclassified until the legislature adjourns.

b. Master Planning

1. Hartman repurpose proposals due. This is now underway. Dr. Dearth may suggest that the band move into that area, but it probably isn't suitable.
2. New Score Board for football stadium. Kendall Gammon is working toward getting the new "Jumbo-Tron" for the football stadium. There will be ads placed on the new board in between replays, showing scores, etc. Cost for the board is approximately \$1.3 million – 50% will be paid by ads and 50% paid by private donations.
3. Name for new building – Student Recreation Center/National Guard Armory. Now taking suggestions for the name.
4. The disruption of McCray Hall is still uncertain. Architect should be on campus today to see what disruptions there will be in McCray as they are working on that building. There is still a possibility that there may be music classes in the building.
5. Columbarium – has been approved for PSU. Construction should begin soon.
6. Application to the Joint Building Commission (Bonds) for these three areas. Could possibly be turned down for any of these, or all of these.
 1. Housing
 2. Parking
 3. Student Health

2. Leadership Council Updates

- a. Professional Development Policy – Faculty must sign to be paid through Continuing and Graduate Studies.
- b. Assessment Reports – Final date May 30 – Due to the Dean by April 1 – needs changes by assessment for FY 2007.
- c. NESSE – surveys 2nd semester freshmen and 2nd semester seniors and is mandated by the Board of Regents. Only 5% of those eligible have responded so far. VPAA has asked that faculty announce to their classes that students participate in this survey. Eligible students were sent an e-mail with a link to the survey from NESSE.
- d. University Assessment Committee Chair. Bobby Winters will be the Chair.
- e. Summer Teaching Enhancement Grants. These are due February 15.
- f. Proposed revision to final exam schedule
- g. Dr. Dearth distributed the EOO brochure. Contact Jamie Brooksher if more are needed.

3. Departmental Concerns:

- a. Accounting: Ms. Casey stated that they will be bringing a candidate in for the open position soon. Will have a scholarship meeting next week to assign scholarships for the department. COB scholarships will be awarded after departments decide their scholarships.
- b. Economics: Have placed ads for the Instructor position and have had some inquiries about the position.
- c. MGMKT: PSYCH is considering adding MGMKT 444 to their new HRD major. Dr. Harris would like input from other chairs about this since it is a CBK course. Marketing candidate Guiyou Qiu was here Monday and Tuesday of this week. Dr. Harris and Dr. Murray will be going to the AMA conference this week and will be making contact with possible candidates for the open Marketing position.
- d. CSIS: nothing additional

4. Discussion Items:

- a. Summer School 2008. Chairs are asked to submit these to Dr. Dearth today. Youngman Applications are due on Feb. 15. Applications have been received from: Dr. Fay, Dr. Heath, Dr. Roush, Dr. Lal, Dr. Shum, Dr. Bracker, Dr. Ahsan, Dr. Murray, Dr. Baack, Dr. Box, Dr. A. Fischer, Dr. Cummings, Dr. J. Harris, and anticipating applications from Dr. Sha, and Dr. Chandra.
- b. Memorandum of Understanding with Kazakh Ablai Khan University of International Relations and World Languages, Almaty, Republic of KJazakhstan. This document was presented to Dr. Dearth from Dr. Choong Lee and he wishes to present this to PSU. This will be discussed further at a later date.
- c. BBA Experience Ad Hoc Committee Report. This committee recommended that the BBA Experience is neither feasible nor desirable. They recommend that a 3 hour course in Business Communication and Skills be instituted into the BBA program without removing any other courses from the 124 credit hour framework. There was in-depth discussion on what course/area could be eliminated from the BBA Program in order to allow a Business Communication course to be added to the curriculum. This item will be discussed further at a later date.
- d. Excellence in Teaching and Research/Scholarship Awards. Dr. Dearth distributed information about Teaching and Research Awards. Ms. Casey suggested that there should be an Advising Award. This will be discussed further at a later time.
- e. International Knowledge and Experience (IKE). There was discussion on this program.
- f. Faculty Computers. The College of Business has been allocated \$18,000 for faculty computers for FY 2008. These funds must be spent by June 30, 2008 and are to be exclusively used for FACULTY computers. The VPAA is encouraging purchasing of lap-top computers. Departments within the College are asked to have a systematic, predictable computer replacement plan in place each academic year so that funds can be used. Chairs are asked to let Dr. Dearth know what specific computer needs are as soon as possible.
- g. Faculty Evaluations. A total of 7 faculty are applying for the Exceptional Rating in the College of Business. Each was discussed and five elected. Chairs were asked to prepare narratives for each faculty member in each of the 3 areas and submit to the Dean for signature – these are due to faculty by Feb. 29.
- h. Select a date for a Conway Trip. Pat Cantrell will not be able to come to PSU until March or April because of prior commitments at her university. Dr. Dearth would like to take all Chairpersons to Conway to meet with Dr. Cantrell to have a face-to-face meeting regarding AACSB accreditation preparation. Ms. Casey, Dr. Cortes, Dr. Harris and Dr. Dearth will attend the meeting. There may be some faculty members who would be good representatives to attend the meeting as well (suggestions were Dr. Heath and Dr. Murray).
- i. AACSB Update. Dr. Dearth met one of the main committee members for PSU's accreditation team while he was at the AACSB Conference in San Antonio. "Assessment of Learning" is still considered the hottest area for accreditation with

AACSB. Many other areas were widely discussed at the meeting (AQ/PQ, Transferability of courses from other non-accredited institutions). Mutual programs such as 1-2-1 and collaborative programs are subject to great scrutiny. We must be able to produce a written program for the College of Business on "Transferability" for AACSB.

- j. Final Exam Schedule: Dr. Dearth distributed a memo from Dr. Ivy regarding scheduling final exams. A Final Exam Overload Policy has been created for future terms, as well as an Emergency or Inclement Weather policy. These policies have been implemented and should be circulated to faculty.
- k. Proposed Events for fall 2008. A copy of proposed senior events for fall 2008 was distributed to Chairs for each of the colleges at PSU. November 8 is the College of Business & Education Senior Day. November 1 is Rumble in the Jungle Senior Saturday for all of PSU.

5. **Upcoming events:**

- a. Part-time allocations back to Deans from VPAA – February 15
- b. Junior Jungle Day – March 8
- c. Spring Break – March 17-21
- d. Kelce College of Business Banquet – April 28