

Kelce College of Business CHAIRS MEETING MINUTES

Tuesday, February 2, 2010 2:30 -4:30 p.m.

Present: Ms. Becky Casey, Dr. Din Cortes, Dean Richard Dearth, Dr. Felix Dreher, Dr. Eric Harris

1. Updates

a. Provost's Council

1. Faculty Canceling Classes when the University is open
 1. Lengthy discussion ensued in PLC (as requested by Central Administration) with no immediate conclusions.
 - a. Discussion on the issue of when faculty should independently cancel class based on inclement weather when the University is open. Faculty should be encouraged not to cancel classes based on long range weather predictions.
2. Social Networking
 1. OIS is concerned about this issue and misrepresentations of individuals who are employees at PSU.
 2. Personal accounts (Facebook, etc.) have some professional issues.
 3. Discussion will continue on the social networking issue.
 4. Rules will be established in the future and input from faculty and staff will be encouraged.
3. LPA Efficiency Recommendations
 1. Copies of recommendations were distributed (from John Patterson)
4. Outsourced snow removal – will be revisited
5. Continuing Non-Tenure Appointments
 1. List was distributed for the College of Business
6. Weekly University Events ad
 1. Each week the university will run the ad – “What to do at PSU?” in the Pittsburg Morning Sun
 2. Input should be given to Ron Womble for the ad
7. 20th day estimates
 1. Increase in students of about 200 over last spring – 3% increase. Some of these have not yet paid their fees, so this number could change.
8. College of Arts and Sciences proposal to the Provost on reorganization of the College (proposal is not available)

2. Departmental Issues

a. MGMKT

1. Goals & Objectives for classified staff are due
2. AQ Committee has met once and will be meeting again soon

b. CSIS

1. Dr. Dreher announced his retirement as of the end of the fiscal year
2. Dr. Sha will become tenured.

c. ACCTG

1. Dr. Heath has been promoted to Associate Professor and approved for Tenure – WF10
2. Tonight is Becker meeting with Becker representative to discuss CPA exam course
3. PQ meeting has been scheduled for February 11

d. ECON

1. Dr. Shum has been approved for sabbatical leave (contract provides for 2 adjuncts as replacements)
2. Administrative Specialist search for the department is on-going. Deadline is Feb. 5 or until filled.

3. Discussion items
 - a. Program review committee membership recommendations
 1. Dr. Harris, Dean Dearth, Dr. Ahsan are representatives from the COB
 - b. Online textbook adoptions
 1. Barnes & Noble web site text book adoptions – all requests should be submitted online for future semesters.
 - c. Commencement changes
 1. Issues related to commencement sites, etc. was distributed and discussed.
 2. Heat at May commencement seems to be the biggest issue.
 - d. Online fee proposal
 1. Proposed Fee Changes for Cont. Ed Students for Fall 2010 was distributed and discussed.
 - e. Faculty Performance Evaluations
 1. Performance evaluations for meritorious and exceptional ratings are to be comparative and competitive across the college.
 2. Discussion will continue on faculty performance evaluations at next week's meeting & conclusions will be made
 - f. Summer Youngman Research Grants
 1. Discussion followed on faculty applicants and amount of funding available for SU 2010 research grants
 2. Discussion ensued on changing the policy so that faculty would receive a flat rate each year, instead of a percentage of their salary. Decision should be made about whether instructors should be considered for Youngman Grants too.
 3. Proposal was made to revisit the Youngman Policy at a later meeting
 - g. Vitas – due to the Dean by February 12
 - h. LiveText –
 1. Dean Dearth met with Bob Wilkinson, Charlotte Barnett, Susan Dellasega and Brenda Frieden on Monday.
 2. Additional training is needed in the COB and Dr. Wilkinson is trying to obtain funding to do so.
 3. COB will fund a training session via phone for Susan and Theresa Vaughan this week.
 - i. KBOR April visit to PSU, April 16 – academic highlights
 1. Will arrive on April 15
 2. Would like to visit classes across campus – Chairs should think about what classes would be available for them to attend
 3. Student organizations might make presentations to the board
 4. Dr. Olson would like a proposal by next week's PLC meeting. Dean Dearth requested a memo from each chair of what could be presented before next week's meeting.
 - j. AACSB International Conference and Annual Meeting – April 18-20 in Anaheim, CA
 1. Dean Dearth will not attend this year
 2. Dean's office will pay for one person to attend. Respond by March 7 to Dean Dearth.
 - k. Mini MBA program series for Summer
 1. 15 Indian and 15 Nigerian students have tentatively agreed to attend the program this summer. April 15 is the deadline.
 - l. Math 153
 1. Committee recommendation is to teach Business Math in the College of Business and to combine quantitative courses.
 2. At this point there aren't any faculty positions available to teach new courses.
 3. New courses must be approved through Faculty Senate.
 4. Final written report will be submitted to Dean Dearth

m. AACSB Publication Chart – still waiting on reports from Accounting and CSIS

4. Upcoming events:

- a. FY11 staffing – revisit during February
- b. FY11 part-time funding allocations to Deans from Provost – February 15
- c. Youngman Allocation Due February 15
- d. Summer schedule due February 22
- e. Fall schedule due March 1
- f. Performance Appraisal due to Faculty March 2
- g. AA Tuition Committee presentation – March 5 @ 2:20pm
- h. Spring Break March 15 – 18
- i. Early Enrollment for Su 10 and WF 10 April 12-16
- j. COB Banquet April 26
- k. Kelce Board of Advisors – May 3
- l. PSU Service Awards – May 6
- m. Finals May 10-13
- n. Spring commencement – May 14 (COE, COT), May 15 (CAS, COB)

The meeting dismissed at 4:25 pm.

Richard C. Dearth, Dean
Kelce College of Business

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