

Kelce College of Business
Chairs Meeting
MINUTES
Thursday, February 17, 2011; 8:30 - 10:30 a.m.

Present: Ms. Rebecca Casey, Dr. Bienvenido Cortes, Dr. Richard Dearth, Dr. Eric Harris

1. Updates

a. President's Council

1. Enrollment issues were discussed
 1. Enrollment increased minimally for SP 11
 2. 20th day class count was distributed to the Chairs
2. Dr. Scott will present at the budget meeting at KBOR this week and will give "State of the University" presentation
 1. There have been discussions about decreasing pay for the last six pay periods of this year for those employees who make \$100,000 or more per year
 2. Nothing has been decided to date about decreases in pay, etc. as the legislature will not adjourn until April/May
 3. Dr. Scott, Dr. Olson & Mr. Patterson will hold a forum for the University on March 9 at 2:00 pm in the Student Center to discuss budget issues
3. Concealed Carry issue
 1. Statement was distributed from the University Police Chiefs in Kansas
4. An Ad Hoc Design Council has been formed (includes Dept of Art, GIT, FCS, etc.)
 1. This group will try to advise about design and art issues across campus
 2. Marketing/IS, Education have not been included
 3. In a discussion with Dr. Whitbeck, Chair of FCS, he advised Dr. Dearth that more "creative types" have been asked to participate. Dr. Dearth encouraged anyone interested in participating in this council to contact the Chair of the Art Department
5. Dept of Biology is currently participating in an internal search for a Chair – this will be for a 3 year term which can be renewed for another 3 years, then the Chair will step down
6. Dept of Music is currently participating in an internal search for a permanent chair
7. There will be four separate commencements beginning this year
 1. May 13 at 6 pm – COB
 2. May 13 at 8 pm – CAS
 3. May 14 at 9 am – COT
 4. May 14 at 11 am – COE
 - a. Faculty will be asked to attend the graduation ceremony for their college each semester – this will not be mandatory, but will be strongly encouraged
 - b. There will be no receptions or meritorious achievement winners at the graduation ceremonies
 - c. COB could have their own graduation reception

b. Facilities Planning

1. Minutes from Facilities Planning Commission will be distributed

2. Departmental Issues

a. MGMKT

1. MFT will take place on March 1
 1. Results will be distributed to faculty

- 2. Lab will be closed from 8:30 am – 7:00 pm for the test
 - b. ACIS – none
 - c. ECON - none
3. Discussion items
- a. Annual faculty performance appraisal process due to faculty March 1
 - 1. Discussion followed on faculty who have applied for an exceptional rating
 - 1. MGMKT – 8 applied (recommend Ahsan, Baack, A. Fischer, Fogliasso, van Wyk)
 - 2. ECON – 1 applied (recommend Muoghalu)
 - 3. ACIS – 1 applied (recommend Harris)
 - b. Faculty Objectives- Due to Chairs by 3/7 and returned to faculty by 3/15
 - c. Summer Staffing Reports- Certify that positions were advertised according to the contract
 - d. Faculty Vita (still need 4 – Murray, van Wyk, Casey, Cummings)
 - e. Meritorious Achievement Award Winners
 - 1. Information was distributed on this years' meritorious achievement award winners
 - 2. Recognition dates will be April 12-13
 - f. Award Youngman Grants
 - 1. Youngman Applications for SU 2011 were distributed for review by the Chairs – in the past all recipients have been awarded a grant. All applications were approved for a grant this year.
 - 2. Recipients will probably receive about 50% of 1/9. Last year the amount of each grant was larger.
 - g. Summer and Fall Schedules due to Registrar on 2/21 and 2/28 respectively
 - h. 20th Day Enrollment by College
 - 1. This was distributed for informational purposes to the Chairs
 - i. Undeclared Majors information was distributed
 - j. Annual Awards Banquet – MC discussion
 - k. Discuss Awarding Scholarships. Meeting will be held on February 21 for the award of scholarships
 - l. Course overload policy
 - 1. A Proposed course overload policy was distributed and discussed
 - 1. It is believed that students are being allowed to enroll in more hours than the normal academic load more often than they should be
 - 2. Dr. Ivy would like to handle all overloads – Dean's argued that they need to be involved in this process
 - 3. It was finally decided that the proposal would be that a student may enroll in up to 20 hours, and if additional hours are requested the Dean can give permission for students to take up to 24 hours. This has not yet passed and is favored by the Provost. This would essentially be a limit of 18 hours for students in the College of Business because there are no 2 hour classes.
 - m. Graduate exchange student policy was discussed.
 - n. GTA/GA overloads
 - 1. A policy proposed by Peggy Snyder was distributed and discussed
 - 2. GTA/GA's work should be limited in the College of Business to 20 hours/week even though the policy states they may work over time.
 - o. Transfer and Articulation Task Force
 - 1. Revised discussion document to the KBOR was distributed and discussed
 - p. Unclassified position descriptions and performance review process
 - 1. Robyn, Chris & Susan will require position descriptions and will be reviewed based on these descriptions
 - q. Unclassified Senate will be formed according to documents distributed
 - r. Notification of Non Renewal discussion
 - s. Commencement

1. May 13 COB @ 6:00 p.m.
 2. May 13 CAS @ 8:00 p.m.
 3. May 14 COT @ 9:00 a.m.
 4. May 14 COE @ 11:00 a.m.
- t. PSU Scholarship Campaign
1. New campaign will begin principally for scholarships (July 1, 2011 – June 30, 2014). It will not be a capital campaign.
 2. Fundraising goal for the COB is \$2.5 million
 3. One of the biggest area of concern is scholarships for retaining transfer students according to Dean Dearth
- u. Research Analysis memo from John Patterson
1. Was distributed and discussed
- v. New Faculty Workshop Attendance
1. List was distributed and discussed (Sang Lee & Anne-Marie Lelkes are currently in this group)
- w. KBOR Memo from Andy Tompkins on Academic Programs with Ten or Fewer Graduates, and Preliminary Minima Report from Bob Wilkinson's office
1. Some of the data doesn't make any sense, and is not correct
 2. No input was asked for from departments and colleges at this time.
 3. The Dean asked the Chairs to evaluate the figures on the reports and record the correct #'s and develop a defense of these programs. This report should be sent to the Dean only.

The meeting dismissed at 10:30 a.m.

Richard C. Dearth, Dean

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