

**Kelce College of  
Business Chairs Meeting  
Minutes April 21, 2011**

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

1. President's Council
  - a. The budget issues have not been determined yet by the Legislative. Ccuts for higher education are expected.
  - b. President Scott will not make a statement about the budget until he knows exactly what will happen at PSU.
  - c. The President's office will become paperless, and is asking all at PSU to try to follow that example.
  
2. Provosts Leadership Council
  - a. Tuition proposal has been presented to the tuition committee (1% + fee increase)
    - i. Assessment support fee for LiveText was proposed but was not approved.
    - ii. Support for assessment in departments from outside sources was proposed but not approved.
    - iii. Salary enhancement support was proposed as well as hiring new A&S faculty. This was approved.
    - iv. 7.5% increase has been approved which includes Technology funds and salary enhancements.
  - b. Music Dept and Biology Dept have 3 year appointments as Chair that are renewable one time only.
  - c. Dr. Lelkes and Dr. Grimes will be required to participate in New Faculty Orientation next academic year. Mentors will also be required to attend. Mentor names should be submitted to Dr. Frieden.
  - d. A new Tegrity License (Lecture Capture) will be issued. If faculty wish to use it, a microphone will be required in the classroom or on faculty computers in order to capture the lecture. Chris Fleury will perform the set up for the College of Business.
  - e. Dr. Bill Ivy has asked that scholarship entry be completed by March 1 instead of March 15. Scholarship applications will continue to be due February 1.
  - f. MSEP – Pittsburg State University
    - i. PSU has been a member of MSEP with states listed (Missouri, Minnesota, Michigan, Nebraska, North Dakota, Wisconsin, Indiana) for several years. COB has not participated in the past.
    - ii. These students pay 150% of instate tuition instead of out of state tuition.
    - iii. Proposal to expand MSEP to other colleges/departments at PSU was distributed. Discussion followed on COB participation. Concluded that COB does not want to participate in the program.

- g. Discussed list of students who have not enrolled for WF 11 semester. Advisors are asked to contact their students to enroll.
  - h. Gorilla Advantage Program has netted 55 new students from Arkansas.
  - i. FY 11 Computer Purchases – Instructional Equipment Funding
    - i. Last year we didn't spend all funds on computers.
    - ii. Requests will be required this year to spend additional funds in this account. Requests must be submitted to the Provost by April 26 (to include anything relevant to instruction).
  - j. Continuing Non-Tenure Notification /Timeline for Termination of Service document was distributed and discussed.
  - k. General Ed 11/SU Early Enrollment numbers were distributed and briefly discussed.
  - l. Commencement Task Force Update was discussed.
  - m. Briefly discussed faculty performance appraisal process. PSU Administrators want the process to be comparative and competitive. Dossiers should resemble promotion documents.
3. Request to use Kelce building for College High Reunion – SU 2011 (June)
- a. COB denied initial request for use of the building (Fri, Sat, Sun)
  - b. VP of Advancement (Brad Hodson) has given permission for use of Auditorium, bathrooms and hallways for use only on Friday night of the reunion. Dr. Hodson will be attending the event as a speaker.
  - c. Alumni Association of College High wishes to place a sign on the front entrance of the Kelce building stating that it was the original home of College High School. The placement was discussed and determined to be reasonable but not ideal.
4. Dr. Grimes will be in attendance at the Awards Banquet and will be visiting the College on that date. If Chairs have issues that they wish to be raised with him on Monday, please let Dean Dearth know.
5. Banquet – Monday, April 25
- a. Donors request to sit with their scholarship recipients.
  - b. Chairs and spouses will sit at head tables and be introduced
  - c. Over \$210,000 in scholarships will be distributed.
  - d. Request that no one make speeches when presenting scholarships because the number of recipients has increased and we want to conclude the proceeding in 2 hours.
6. Kelce Board of Advisors Meeting – May 2, 9:00-1:00, 121 Kelce
- a. Agenda needs to be prepared. Possibilities for agenda:
    - i. SIFE will make their presentation at 9:00 am (24 minutes)
    - ii. Update on merger of CSIS and Acctg (Casey)
    - iii. Budget and negotiation issues
    - iv. Summer 2011 International Mini MBA
    - v. Bill Neighbors – Meritorious Achievement Award
7. Mini-MBA Program (SU 2011)
- a. Problems with student obtaining visas

- b. Dr. Chadre (Agent in India) has 15 Indian students to send to the program and has requested a 10% commission. The commission was discussed and the Chris recommended the request be denied.
- 8. College of Business promotional book may still become a reality.
- 9. Departments
  - a. MGMKT
    - i. 4<sup>th</sup> year survey for graduating BBA student's needs to be completed. Dr. Harris will provide the surveys to be handed out in capstone classes.
    - ii. CPT/OPT issues were discussed.
  - b. ACIS
    - i. Commencement expectations for faculty were discussed.
      - 1. Some faculty attended in December and will not attend.
      - 2. One faculty member cannot attend because of medical issues.
      - 3. Other faculty not planning to attend were discussed.
      - 4. There could be repercussions for the individual colleges if faculty do not attend graduation.
  - c. ECON
    - i. International Experience
      - 1. 3 students - Kyle Johnson, Charles Davis and Michael Bowen will participate in the Taiwan International Experience during SU 2011
- 10. Other Academic Deans are concerned about the fact that the College of Business awarded twice as many Exceptional evaluations as did any other college on a percentage basis.
  - a. Dean Dearth was asked to defend why so many exceptional performance appraisals were given. He stated that we had more exceptional faculty.
  - b. COB may be asked to adhere to a set percentage for each rating in each department/ college in the future, because the standard is competitive and comparative among faculty.

The meeting dismissed at 10:40 a.m.