

**Kelce College of Business
Chairs Meeting Minutes
May 5, 2011**

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

1. President's Council

- a. Commencement Committee has now proposed 2 commencements instead of 4 for December graduation. In the Spring, commencement will return to four.
- b. Position descriptions are required of unclassified staff (Susan, Chris & Robyn) and are also requesting position descriptions of Dean's and Chairs.
 - i. Dr. Dearth has prepared a position description for the Dean position and submitted it to HR for review. If the Deans position description is considered to be correct by Jamie Jones and Michele Sexton, he will then prepare position descriptions for the Chairs. Chair position descriptions will be forwarded to each Chair for editing before submission.
- c. Legislative Liaison position which reports to the President has been posted and is now submitted for an internal search.
- d. Undergraduate Research Faculty Panel will be formed.
 - i. Panel members, comprised of four PSU faculty members, will meet in June to study how undergraduate research can be pursued at PSU.
 - ii. Planning to develop a PSU Planning Research Committee.
 - iii. Workshops will be available for faculty on September 8.
- e. Kansas Hunger Dialog (copy available)
 - i. Trying to engage universities and colleges to have packing events to send to areas that are having acute hunger issues.
 - ii. Provost is very interested in PSU participating in this project.
 - iii. Problem is that it is a religious-based project and has Christian references on the packaging, so it should not be university sponsored.
 - iv. Looking to have student groups participate.

2. Provost Council

- a. Will be forming an interdisciplinary issue task force.
 - i. The goal will be to promote more interdisciplinary programs.
 - ii. Interdisciplinary Task Force will be formed. We will be required to appoint a faculty member from this college. Committee will be chaired by Dr. Bill Ivy. Chairs were asked to give a name to the Dean for a rep to this committee. Connie Shum's name will be submitted.
- b. Inventory of active PSU programs was distributed and discussed
- c. Provost is proposing that the University have a faculty in-service day to offer an array of opportunities to faculty regarding teaching, learning and technology. Proposed date would be during fall break. The Provost will provide a free lunch and will suggest that

faculty who attend be recognized on their performance appraisal as a noteworthy productivity event.

- d. Axe Library is looking into a new computer system which would combine with Washburn, Wichita State and Ft. Hays State. 2 year colleges wish to participate as well, but don't want to pay for their participation.
 - e. Reapportionment of faculty list was distributed and discussed. There will be more information at a later date.
 - f. Year end funds allotted from the Provost will allow new faculty computers to be purchased (laptops), including one for the new Dean. Dr. Dearth will send out the list of who will be receiving new computers to Chairs.
 - i. Old laptops will be wiped and will utilize those to send overseas as a donation to places that don't have computers.
 - g. Terminal degree requirements in each department need to be defined. Dr. Dearth will work with each Chair on this task.
 - h. Live-Text conflict was discussed
3. Other
- a. Dean Dearth will remain in office until July 15. Dr. Grimes will begin as Dean on July 18.
 - b. Chairs meetings dates/times will need to be addressed for summer session until Dr. Dearth leaves. Decision was made to have meetings at 2 pm on Tuesdays beginning on May 17.
 - c. Next week, Dean Dearth will be going to Minneapolis for recognition at SIFE Nationals and Ms. Casey will attend Provost Council.
4. Department Reports
- a. MGMKT
 - i. Dr. Murray got her 3rd publication
 - ii. Has had no requests for CPT permission this week
 - b. ACIS
 - i. Need to have Dr. Dearth approve her VPN access
 - c. ECON
 - i. 3 students have been approved for Study Abroad trip to Taiwan
5. Summer International Mini-MBA Program
- a. 10 students have paid and have visas – must have 20 to have the program. Deadline will be the end of May.
6. Student Technology Funds will be spent before the end of the fiscal year
- a. Will consider licenses for fraud software – Dr. Dearth needs more information on this from Ms. Casey.
 - b. Will redevelop lower profile kiosk in room 112
 - c. 3 projectors for classrooms will be ordered + 2 additional bulbs

- d. Students would like to have a hallway display with a stock ticker running across it. Could include news flashes and sell ad space. Funds would be used to support the unit and any additional funds would go toward the student groups.
- e. Students would like to give \$1000-\$1500 to COB faculty to purchase new updated videos for classroom use. Chairs are asked to get input from their faculty on updated videos to purchase.

The meeting dismissed at 10:00 am.

May 5, 2011

Richard Dearth, Dean