

## MINUTES

Kelce Leadership Team Meeting  
9:30 a.m. December 01, 2011

**Present:** Dr. Bienvenido Cortes, Dr. Paul Grimes, Dr. Eric Harris, Dr. Michael Muoghalu

**Absent:** Ms. Becky Casey (excused)

- I. Summer School – Emphasis and marketing plan
  - a. Dr. Olson will meet with the Dean’s tomorrow on how to market summer school in order to increase enrollment and have viable summer programs
    - i. Discussion followed on what has transpired in the past and focus groups/research that has been conducted by Mary Judene Nance’s Marketing Research class
    - ii. Dr. Olson is interested in placing specific emphasis on summer programs in each college
      1. Emphasis has been on sequencing courses
      2. Summer courses in each department have remained the about the same with offering general education and common body of knowledge courses
      3. Will explore ways to offer more classes on-line
      4. Discussed offering an MBA program through the KC Metro Center
      5. Discussed hiring adjunct faculty for summer programs
- II. Honors Courses – Departmental policies needed to define expectations
  - a. Dr. Fuchs, PSU Honors College Director, discussed Honors College with PLC
    - i. Issue is that departments don’t have written requirements/standards as to what constitutes an honors course
    - ii. Dr. Fuchs is asking that each department put together a short document as to what constitutes an honors course, and is signed off on by the faculty of each department. Need to have consistency in departments.
    - iii. Guidelines should be submitted to the Faculty Senate/Honors College Committee by May 1.
    - iv. Dr. Muoghalu will be the new representative to the Honors College Committee
    - v. 3 member committee (1 rep from each department) will put together guidelines for the college (Chris Fogliasso, Mike McKinnis, ACIS rep).
- III. Youngman Grants – Concerns and issues
  - a. Dr. Grimes has reviewed Youngman reports from Summer 2011
  - b. Traditionally there hasn’t been much discussion on the reports
  - c. Might need to restructure the funds for something more results oriented or more measurable outcomes
    - i. Dr. Grimes asks the KLT to think about re-structuring that needs to be put into place in order for Youngman grants to become more outcomes oriented (will try to create a new Youngman Summer Program)
    - ii. Faculty should acknowledge the sources of their funding – ie: Youngman funds
    - iii. KLT are asked to visit with faculty about making the Youngman grants more meaningful

- IV. Innovation Engineering – Possible avenue to jump start Entrepreneurship area
  - a. Dr. Dallman and Dr. Grimes have met with Community Economic Development representatives
  - b. Innovation Engineering programs are being offered at other schools
    - i. Conference call with the University of Maine – offers a four-course sequence along with internship opportunities and then offers it as an Innovation Engineering minor. Courses are paid as overload. Outside funding would need to be procured.
    - ii. KCOB and COT would like to make this a collaborative effort
    - iii. Licensing fees would need to be paid to the group which is essentially paid by the students when they pay for their books, etc.
    - iv. Dr. Dalecki is interested in spearheading this project
    - v. Discussion:
      - 1. Dr. Muoghalu suggested that there might be a way to leverage what Eric Ferrell is already doing with AFT to utilize him and his resources
      - 2. Certification would be that students would receive a minor in Innovation Engineering
      - 3. An excellent idea for students and faculty
      - 4. Would be value added for PQ or AQ faculty
      - 5. Dr. Grimes will set up another meeting with Dr. Dallman to discuss details of this program
  
- V. Updates and Announcements
  - A. Grimes – Gen Ed seats needed, Common syllabi components, Analysis & Planning/Inst. Res., Foundation Teaching Award, etc.
    - a. Gen Ed seats needed for spring courses – was discussed at PLC. Asking departments to increase # of seats if possible in closed general education courses.
    - b. Common syllabi components – Faculty senate endorsed a proposal that came from central administration about having common components across campus in syllabi.
      - i. Dr. Ivy has put together a syllabus supplement that can be used by all instructors. There will be a link to everyone’s LMS with this information.
    - c. Analysis Planning/Institutional Research – Bob Wilkinson’s position will be made into two parallel positions that will report to the Provost.
    - d. Foundation Teaching Award – Dr. Hodson visited with the Dean’s about this award which is financially supported by the foundation. Discussion will follow at a later date about faculty awards.
    - e. A draft of a rubric for general education math courses was distributed. KCOB may be asked to evaluate and assess our statistics courses according to these standards.
  - B. Casey -
  - C. Cortes –
    - a. Mike McKinnis and Kevin Bracker have been recognized in the news recently
    - b. Student concern about unannounced class cancellations (instructor was sick)
  - D. Harris –
    - a. Will advertise in the next Chronicle for Dr. Ahsan’s position
    - b. Dr. Dalecki had a problem with a student e-mailing a class roster on Angel in order to complete a survey.
    - c. Need to discuss hosting a visiting scholar in the department.
  - E. Muoghalu –
    - a. Strategic Management Program/Mini-MBA Program was scheduled to begin next week. Dr. Muoghalu cancelled the program on Monday. There are now 2 individuals who will be attending and are on their way from Nigeria to participate in

the program. Participants selected list of classes that they would like to participate in. All teaching faculty have been asked if they would still participate – all will except for one. Because of reduced enrollment, the stipend for faculty will be reduced to \$500.

VI. Old Business - none

VII. New Business

VIII. Adjourn