

## MINUTES

Kelce Leadership Team Meeting  
9:00 a.m. August 29, 2012

**Present:** Ms. Rebecca Casey, Dr. Bienvenido Cortes, Dr. Paul Grimes, Dr. Eric Harris, Dr. Mike Muoghalu

- I. Redesign of the Curriculum Legislative Process
  - A. Peter Chung and Hazel Coltharp
  - B. Presentation and discussion
  
- II. Miscellaneous Items
  - A. Volunteer instructors
    - a. There was an incident on campus when a department used a volunteer instructor. There were many questions about liability, pay, etc.
  - B. Rehire of retired professors
    - a. State law states that retired employees who are rehired can no longer access their retirement funds.
    - b. Provost asked that departments not add any volunteer instructors as the instructor of record for courses.
  - C. Reconstruction of landing – new outside east steps; Fall Break
    - a. The newly constructed east steps will need to be reconstructed because they are not properly leveled. Reconstruction will take place over fall break.
    - b. An engineering firm has been hired to review the drainage system for the Kelce building.
  
- III. Updates and Announcements
  - A. Grimes –
    - a. Will meet with the new Assessment Director (Pat Lindley) today.
  - B. Casey –
    - a. Opening student departmental meeting for all majors and minors in ACIS was held Monday and was a success. Sponsored by OneOK.
  - C. Cortes – no report
  - D. Harris – no report
  - E. Muoghalu –
    - a. MBA enrollment is down about 10% this semester.
    - b. Discussion followed on enrollment trends and request from Registrar to have Chairs contact students who have not yet paid their fees.
  
- IV. Old Business
  - a. Discussed student who is requesting full scholarship for fall semester. No policy in place at this point that will allow us to change the policy. Will tell Financial Assistance to administer the scholarship as was originally requested, and we may make changes in the future.
  
- V. New Business
  
- VI. Adjourn at 10:30 a.m.