



MINUTES

Kelce Leadership Team Meeting
1:00 p.m. September 25, 2013

Present: Ms. Becky Casey, Dr. Bienvenido Cortes, Dr. Paul Grimes, Dr. Eric Harris, Dr. Michael Muoghalu

- I. Building Issues
 - a. Beta Gamma Sigma Key – DRC approval for southeast plaza retaining wall
 - i. The Design Review Committee has approved the placement of the BGS Key in the southeast plaza area in front of Kelce.
 - b. Lighting upgrade in east stairwell exit
 - i. Dr. Grimes visited with Bill Moore about the lighting in the east stairwell this morning. Emergency lighting will stay on all the time in order to provide more lighting.
 - c. Renovations in backstage area; plumbing, lighting, etc.
 - i. All plumbing, etc. has been removed from the back stage area. Currently working on removing the rest of the cabinets that were affixed to the wall in the open area.
 - ii. Bill Moore gave Dr. Grimes suggestions for lighting and suggested adding a drop ceiling in the office area. He will work with Mark Barnes on this and will give us a quote.
 - d. Recycling
 - i. Recycling center will be added to the 2nd floor soon.
 - ii. Bottled water dispenser will be added to the 2nd floor.
- II. Majors Fair – October 31st
 - a. Opportunity for all undeclared/undecided majors to choose a major. This will be a low-key event to help students get decide on a major. We will need to have representatives available to discuss majors with students.
 - b. Dr. Grimes will talk to Suzanne Hurt about representing Kelce at the fair. Each department will need to have a representative available as well.
- III. Classroom Displays
 - a. Code of Ethics & Mission Statement – suggestion to post these in the classrooms.
 - i. Discussed whether these should be displayed in the classrooms.
 - ii. Ms. Casey will work on this project with Larry Jump.
- IV. AACSB Conference
 - a. Takeaways – what we learned
 - i. Dr. Grimes stated that he was disappointed in the conference. Training was not done as well as it could have been done. Training was the same as it was last year with the 2003 standards instead of focusing on distinctions of using the new standards during reviews.
 - ii. Theme of the afternoon session yesterday was “Quality”. “Practice Academic” should not become the default qualification for faculty with no research output. Need to have faculty working on quality work to give schools more flexibility – does not necessarily need to be a PRJ.
 - iii. Dr. Grimes stated that we are farthest behind on research/scholarship vision and documentation that ties the vision to the Mission Statement. Need to take a hard look at the Mission Statement and come up with a Research/Scholarships Goal/Vision statement for what we expect Kelce faculty to do scholastically to support our Mission.

- iv. Dr. Grimes stated that we need to do a better job of documenting student engagement – with faculty and outside constituents (internships, study abroad programs, etc.)
 - v. KLT/Chairs were asked to provide # of students who have done internships over the last five years. Need to put a process into place to document when faculty have guest speakers come to class. Also need information on student organizations and what they do.
 - vi. Research Vision – Dr. Grimes will write a statement and will then have KLT review and take to faculty for review and approval.
 - vii. Dr. Cortes stated that the feed-back loop (AOL) seemed important and should be done at least once a year. Changes in curriculum should include anything that improves the curriculum.
 - viii. Dr. Muoghalu – PSU seeks relevance through teaching and research. We should consider that we need to develop a story line so that everyone will know what our story is. Our story should be that first schools going up for accreditation with the new standards have governance, Mission Statement, strategic planning processes in place. Recommendation at the meeting was to reveal our biggest failure (LiveText). Innovation, impact and engagement (IIE) are very important.
 - ix. Dr. Grimes stated that the CIR Executive Summary should be summarized thematically with 4 headings- Who We Are, How We Innovate, How We Engage, and How We Make an Impact.
 - x. Dr. Harris stated that we need to have at least two AACSB workshops for faculty before December. He also stated that it was a pretty good conference. Believes we are in pretty good shape – have a good handle on what we need to do. Presentation will be very important. Must provide an overview to faculty, tie up loose ends on AOL issues, need to stress faculty engagement and innovation.
 - xi. Ms. Casey stated that the reiteration of going up under new standards will prove to be more flexible. She also attended the Accounting/Budget session. Should probably put accreditation of Accounting back on the table at some point.
 - xii. New standard 7 – Professional staff deployment. Includes university-provided support services like career placement – need to keep this in mind.
 - xiii. What do we have outside the classrooms to put students and faculty together? Advising, student organizations, honors projects, internship programs, outside speakers, Jungle Journeys, career services interactions are a few of the faculty/student engagement activities.
 - xiv. Need list of 5 best universities that use faculty published textbooks. Chairs are asked to get this information to Dr. Grimes ASAP so that he can put the table together.
- b. Prioritize actions
 - i. Chairs were asked to make sure that faculty have updated their CV data in DM.
 - c. Report status
 - d. Table status / DM
 - i. Dr. Sha is working on revising the templates, and has been advised that we do not need new tables created.
 - e. Exhibits for Team / Website
- V. Updates and Announcements
- A. Casey –
 - B. Cortes –
 - C. Harris –
 - D. Muoghalu –
- VI. Old Business
- VII. New Business
- a. October 4 – KBOA meeting and Outstanding Alumni will be here. Lee Scott will be on campus the same day and Dr. Grimes has been invited to have lunch with the President and other constituents. KBOA will meet in the morning and then have lunch in 121. Dr. Cortes has been asked to be a host for the luncheon since ECON will be supervising the Outstanding Alum. Will open up lunch for all faculty in Kelce. Dr. Grimes will send out an e-mail giving faculty a heads up and asking them to RSVP for the lunch on 10/4.

- b. Dr. Harris will schedule a meeting of AOL, SPC and Curriculum Committees next Wednesday at 1:00. These issues can then be discussed at the KBOA meeting on Friday.

VIII. Adjourn

Dates to Remember:

- A. KBOA Fall Meeting – October 4th
- B. Outstanding Alumni Award – Dave Harrison (BBA '92) October 4th and 5th
- C. Hospitality Tent - October 5th (with COT; Homecoming)
- D. Kelce Golf Tournament – October 7th
- E. Rua Skybox Host – November 2nd – Northwestern Oklahoma Game
- F. Executive in Residence – Chris Williford – November 14th – 16th - CFO of Montana Resources
- G. AACSB Fifth Year Report Deadline – December 9th