



## **MINUTES**

Kelce Leadership Team Meeting  
1:30 p.m. February 11, 2014

**Present:** Ms. Rebecca Casey, Dr. Din Cortes, Dr. Paul Grimes, Dr. Eric Harris, Dr. Michael Muoghalu

### **I. AACSB**

- A. Debrief / Team's Report
  - i. KLT were asked to review the review team's final report for accuracy and let Dr. Grimes know if there are corrections that should be made.
  - ii. We have 10 days to report inaccuracies.
- B. Communicate with Faculty
  - i. Dr. Grimes will send an e-mail out to Kelce faculty letting them know that we had an unofficial positive recommendation from the team.
  - ii. This will not be made public until the AACSB board meetings in March.
  - iii. An appropriate celebration will be planned at that time.
- C. What next?
  - i. Need to re-think the faculty qualifications template (Digital Measures).
  - ii. Need to make sure that the strategic planning initiative moves forward.
  - iii. KLT were asked to bring a list of items to one of the next meetings that need to be worked on going forward.

### **II. Miscellaneous**

- A. Spring 2015 Banquet / Student Center Renovations
  - i. Student Center will be undergoing renovations next year and the COB banquet has been set for April 13, 2015 at the Weede.
  - ii. All banquets for PSU will be scheduled during a two week time period in the spring of 2015.
- B. Hanover Grant Writing Workshop Opportunities
  - i. Workshop will take place at PSU this Thursday. Any faculty who are interested in grant work should plan to attend.
- C. Registrar's Online Enrollment Plan
  - i. Reviewed e-mail from the Registrar regarding rolling enrollment. Registrar will open up enrollment every ½ hour each day of pre-enrollment. Suggestions should be directed to Debbie Greve.
- D. Youngman Grants
  - i. Need to get summer funding taken care of this week.
  - ii. Dr. Grimes has been reviewing the proposals for SU 2014.
  - iii. We will probably be able to pay 7% for faculty salaries this summer.

- E. Scholarships
  - i. We need to begin choosing scholarships for next academic year.
  - ii. Reviewed scholarships to be awarded as instructed by Mr. Patterson's office.
- F. Opening the "Backstage Commons"
  - i. We are getting close to opening up the area to students.
  - ii. Will try to have a ribbon cutting ceremony for opening the area and will include Fastenal representatives at the ceremony.

### **III. Updates and Announcements**

- A. Casey – no report
- B. Cortes – leaving for Vietnam on Feb. 23 and will return March 6
- C. Harris – no report
- D. Muoghalu – MBA writing assessment came back with all students having done very well – no remediation necessary.

### **IV. Old Business**

- a. Fastenal Trip in April (15-16<sup>th</sup>) – KLT were asked to let Dr. Grimes know who is planning to attend. Registration is online.

### **V. New Business**

### **VI. Adjourn – 2:20 pm**

#### **Dates to Remember:**

- A. AACSB Reaffirmation Visit – February 9<sup>th</sup> through 11<sup>th</sup>
- B. Faculty Performance Appraisal Back to Faculty – Friday, February 28<sup>th</sup>
- C. Spring Break – Monday, March 17<sup>th</sup> through Friday, March 21<sup>st</sup>
- D. Kelce Meetings with President and Provost, Friday, March 28<sup>th</sup>
- E. Junior Jungle Day, Saturday, March 29<sup>th</sup>
- F. Kelce Awards Banquet, Monday, April 28<sup>th</sup>
- G. Spring Commencement, Saturday, May 10<sup>th</sup>