



## **MINUTES**

Kelce Leadership Team Meeting

1:30 p.m. April 22, 2014

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

- I. Annual Awards Banquet
  - A. New Format – Preparations
    - a. Dr. Grimes discussed the new format for the banquet program
  - B. Planning – Go Over Script
    - a. Reviewed script
  
- II. Secure Wireless Network
  - A. All mobile devices / Active Directory password / once a year
    - a. All mobile devices will need to be logged on/authenticated in order to use the wireless network at PSU. Passwords will expire after 1 year. This will keep anyone not associated with PSU out of the Pitt State network as there have been problems with this in the past.
  - B. Onboarding opens on June 2<sup>nd</sup> - Unsecured network will disappear on August 25<sup>th</sup>
    - a. Faculty need to be advised that the new secure network will be open beginning SU 2014.
  
- III. KBOR / Legislative Budget Initiative Proposal (see handout)
  - A. Short call by Provost
    - a. Dr. Olson has asked the Deans to put together a funding initiative that could be forwarded to the administration and then request funds from KBOR for future year's legislative budget initiatives.
  - B. Small Business – hire faculty in all departments to staff. Dr. Grimes came up with the following proposal for the college to give to the Provost:
    - a. Create a new small business major. This would be a way to create an additional business degree that would be cross disciplinary and will create new courses in each discipline that will be focused on small business.
  
- IV. Miscellaneous
  - A. Backstage Commons policies (see handout)
    - a. Reviewed policy for the new student area (policy attached)
  - B. State Fair opportunity for recruitment and outreach
    - a. University used to always have a booth at the State Fair. Currently trying to get more departments involved with this outreach opportunity. Kelce College faculty will participate this year.
  - C. “Start-Up Day” – partnership with COT, MSSU, and JRPI
    - a. Darrell Pulliam works as a liaison with economic development start-up activities in the area. Workshops are conducted to come up with ideas for economic activities and will probably take place at PSU during the late summer or fall of 2014. Faculty and students would be asked to be involved.
  - D. Exchange Students – prerequisite policy
    - a. There is currently a problem with exchange students not having prerequisites before they take courses.
    - b. These students are allowed into courses and transcripts are not being evaluated.
    - c. Consensus was that Registrar should not be enrolling any students and allowing over-rides.

- E. Accreditation / End of Semester Faculty Social – Saturday May 3<sup>rd</sup>
    - a. Dr. Grimes and his family will host the social at their home on May 3.
  - F. Summer – July Fridays Question; Check enrollments
    - a. Question has been asked whether it would be feasible to close the university on Fridays in July. This would have employees working from 7:00 am – 5:30 pm on M-Th, and offices closed on Fridays.
    - b. KLT discussed possible events in July – Mini-MBA, etc. Discussed that it is probably too late to do this for SU 2014.
    - c. Chairs are asked to check summer enrollment; courses that aren't enrolled or have very little enrollment should have faculty reassigned.
- V. Review/Update
- A. Digital Measures – Campus Visit for University-Wide Consideration
    - a. DM rep is on campus for demonstrations. Ms. Casey and Dr. Harris went to the meeting this morning, Dr. Muoghalu will attend this afternoon, and Dr. Cortes & Dr. Grimes will attend sessions tomorrow.
  - B. Commencement – COB will be the last PSU ceremony on Saturday, May 10.
- VI. Updates and Announcements
- A. Casey – none
  - B. Cortes – discussed Taiwan summer program; students are needed to participate. There are currently 3 spaces open for students.
  - C. Harris – Paula has been out sick for several days. Discussed PSU/GNU joint program.
  - D. Muoghalu –
- C. Old Business -
- D. New Business - discussed faculty award procedures.
- E. Adjourn – 3 pm

**Dates to Remember:**

- A. Kelce Spring Student Picnic, Tuesday, April 22<sup>nd</sup>
- B. Beta Gamma Sigma Induction Program, April 28<sup>th</sup>
- C. Kelce Awards Banquet, Monday, April 28<sup>th</sup>
- D. Faculty Social, Saturday, May 3<sup>rd</sup>
- E. Spring Commencement, Saturday, May 10<sup>th</sup>
- F. June Summer Session, June 2<sup>nd</sup> – June 27<sup>th</sup>
- G. July Summer Session, June 30<sup>th</sup> – July 25<sup>th</sup>