



## **MINUTES**

Kelce Leadership Team Meeting  
2:30 p.m. February 10, 2015

**Present:** Dr. Din Cortes, Dr. Paul Grimes, Dr. Eric Harris, Dr. Peter Rosen

- I. PLC Update
  - a. State budget discussion – contingency account and OOE holdback
    - i. \$709,000 from PSU will be covered by PSU’s contingency account (like a savings account for PSU).
    - ii. Departments have been told that they can spend their total OOE budget for this year. Discussion followed:
      - a. Should we hold on to that portion (6-10%) that we’ve held back in Kelce Departments this year? Decided that funds should be spent this year.
      - b. Dr. Grimes discussed that OOE balances need to be evenly distributed between all Kelce Departments. Will try to carve out a 4<sup>th</sup> OOE account for the MBA Program.
  - b. KNEA Morale Survey – results
    - i. Dr. Grimes distributed the completed survey results and discussed with Kelce Chairs. Dr. Grimes reiterated that PSU Administration is very concerned about faculty salaries.
- II. Miscellaneous
  - a. Summer School Budget – check pay periods; ensure hiring rules followed for instructors/adjuncts
  - b. Youngman Research Grants – rate set at 6.5% for summer 2015.
    - i. Dr. Grimes will send an e-mail to all applicants letting them know what the rate for summer 2015 will be.
  - c. IT Inventory Survey – departmental info needed
    - i. The state of Kansas is asking universities to complete this survey. Colleges and departments will need to submit information to the Dean’s office and Mimi will compile all information and complete the survey.
  - d. Spring banquet planning – April 13 – possibility that the Weede won’t be large enough for the Kelce banquet
  - e. Visit to UMKC Bloch Executive Hall; this Thursday, February 12<sup>th</sup>.
  - f. Discussed recognition of adjunct faculty.
- III. Strategic Planning Document
  - a. Reflections on latest iteration
  - b. Additions or cuts
    - Faculty Fellow Endowments – discussed that we need to use these endowments.
    - KLT Composition – discussed adding the Kelce Academic Advisor to KLT group.
- IV. Updates and Announcements
  - a. Cortes – EFB
    - i. Participated in Spring Career Day lunch today.
    - ii. Dr. Bracker will not be attending Fastenal trip (April 7-8). Dr. Cortes will attend.
  - b. Harris – MGMKT
    - i. He has updated Dr. Grimes on the MBA task force meetings.
    - ii. Discussed unofficial documents that are accepted by the graduate college. Policy needs to change.

- c. Rosen – ACIS
  - i. Discussed faculty involvement in several areas.
  - ii. Microsoft Certification – have outside individuals asking to get this certification. Dr. Rosen will investigate to see what we need to do to proceed.
  - iii. Searches – applicant pool is not very good at this point.
  
- V. Old Business
  - a. International Exchange Student Cap and Other Fixes – Pending Report from Chairs
  
- VI. New Business
  - a. Discussed sending Mr. Bulk-E to Kelce majors for other departments.
  
- VII. Adjourn – 3:45 p.m.

**Dates to Remember:**

- A. Mid-term Grades – Monday, March 9<sup>th</sup>
- B. Spring Break – Monday, March 16<sup>th</sup> through Friday, March 20<sup>th</sup>
- C. Junior Jungle Day – Saturday, ~~April 4<sup>th</sup>~~ March 28<sup>th</sup>
- D. Last Drop Day – Monday, April 6<sup>th</sup>
- E. Transfer C.A.R.E.S. – Monday, April 6<sup>th</sup>
- F. Kelce Banquet – Monday, April 13<sup>th</sup>
- G. Finals Exams Begin – Monday, May 4<sup>th</sup>
- H. Spring Commencement – Friday, May 8<sup>th</sup>
- I. Final Grades Due – Monday, May 11<sup>th</sup>