



## **MINUTES**

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

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

- I. Updates from PLC
  - a. Jan Smith discussed the next steps in university strategic planning. The next step is to come up with a new strategic planning model. Dr. Grimes will present this information to the President's Council in a few weeks.
  - b. Discussed Department Chair surveys and trying to get more participation in these surveys. Still need to give access to the surveys to temporary instructors/adjuncts in order to get more participation.
  - c. Dr. Olson is trying to find more ways of getting input from faculty on different issues. They may start a series of luncheons with faculty in order to allow for a more comfortable environment for talking to the Provost.
  - d. 2+2 initiatives were also discussed at PLC. Suzanne is working on creating the 2+2's for the KCOB and will work with other colleges on campus on format, process, etc. It is expected that this should be an easy process for students transferring to PSU.
  
- II. Summer Work Hours
  - a. New Feedback from PLC
    - i. discussed summer work hours; departments will decide what their department's summer work schedule will be.
  - b. April 15<sup>th</sup> to Lynette
    - i. Dr. Olson is requiring that work hours for summer be submitted to her by April 15.
  
- III. Spring Awards Recognition
  - a. Details for Reception – will start at 5:15, program begins at 6:00
  - b. Faculty Awards – Date? Friday, May 1, at 2:00 p.m., in 121 Kelce. Dr. Harris will work on the list of adjunct faculty to receive awards.
  
- IV. Miscellaneous
  - a. AD Search
    - i. Dr. Grimes met with the Search Committee yesterday. Within the next week a decision will be made.
  - b. Strategic Planning – feedback?
    - i. Accomplished quite a lot at the 1<sup>st</sup> meeting this week. Next meeting will be March 25. Discussed putting together an Honor Policy Committee/Council. This will become one of the action items.
  - b. Building – committee meeting; trip dates
    - i. Need to meet with the Kelce building committee to discuss inventory. Trip dates to visit other business schools – April 3 & May 13.
  - c. KBOA – spring meeting; function with students?
    - i. KBOA would like to host a meet & greet with students. Discussed dates for this type of event, and suggestions for what we may do.

- V. Updates and Announcements
  - a. Cortes – discussed Risk Assessment Questionnaire; Professional Objectives of faculty review is due back to faculty by March 15;
  - b. Harris – started advising MBA students this week; Graduate Council meeting is tomorrow; webinar tomorrow in Dr. Grimes' office.
  - c. Rosen – ACIS is conducting searches for Accounting candidates and will be bringing them to PSU for interviews soon; International Students are currently able to receive tax help from Dr. Fay and his tax students – Dr. Rosen has suggested that this be a good story for PSU Marketing office.
  
- VI. Old Business
  - a. International Exchange Student Cap and Other Fixes – Pending Report from Chairs
    - i. Dr. Grimes has set the deadline for mid-April for this report from the Chairs and Suzanne
  
- VII. New Business
  
- VIII. Adjourn – 4:05 p.m.

**Dates to Remember:**

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