

MINUTES

Kelce Leadership Team Meeting
2:30 p.m. February 28, 2017

Present: Dr. Kevin Bracker, Dr. Din Cortes, Dr. Paul Grimes, Dr. Lynn Murray, Dr. Peter Rosen. Absent: Suzanne Hurt
Guests Present: SPC Representatives (Kevin Bracker and Michael Kloer)

Dr. Kevin Bracker, representing the University SPC, opened discussion and asked for feedback on preparation of unit plans:

- a. Unit plan template
 - b. Most challenging part of the unit plan template
 - c. Time allotment for feedback on the new unit plan template
 - d. Alignment / Goal Setting with University vs. KCOB plans
 - e. Office of Institutional Effectiveness/Training video
 - f. What challenges/opportunities/goals with new timeline and reports
- I. PLC Update
- a. Common number for undergrad workshops for academic credit
 - i. Dr. Smith is working on specific common course #'s for special one-time workshops with academic credit.
 - ii. #'s 227 and 228 are not currently used and will be used for these undergrad workshops.
 - b. Definition of Certificates draft document – clarifying assessment and periodic review language
 - i. Language will be added to the certificates draft document before finalizing and approval.
 - c. New standing committee, University Committee on Student Learning; replaces assessment committee
 - i. There is a document available that is being reviewed before the new committee is started.
 - ii. KCOB will need to appoint a rep to this committee.
 - iii. There will also be a Dean rep and co-curricular reps on the committee.
 - d. Annual Faculty Performance Appraisals – letters **must** be in faculty boxes tomorrow by contract
 - i. Dr. Olson reminded all that performance appraisals are due to faculty by March 1.
 - ii. March 1st is considered to be a contractual agreement date.
 - e. Money still available for student presentation trips and competitions (from Foundation)
 - i. Funds are still available and student organizations are encouraged to apply.
 - ii. \$1000 maximum available per organization that is approved per year.
 - f. KNEA negotiations overview
 - i. Dr. Grimes will share paperwork with anyone who would like to review.
- II. MBA – meeting with Academic Partnerships; proposal to triple enrollment in 18 to 24 months through restructuring of online offerings and revenue sharing; meeting is scheduled in April with President, Provost, CFO, Graduate Dean, Kelce Dean, Kelce Associate Dean\MBA Director
- a. Dr. Grimes discussed meeting with Academic Partnerships organization representatives.
 - b. Company states that they can triple MBA enrollment through on-line offerings.
 - c. Revenue sharing will be required with the company and PSU.
- III. Miscellaneous
- a. Summer Budgets
 1. Has anyone lost or gained eligibility for Youngman Scholar funds in your unit? Discussion followed.
 2. How do your faculty members wish to have their pay distributed for Youngman or other funding?
 3. CIS 130 will be added to the SU schedule, 2nd session, to use additional \$2,500 funds that remain.
 - b. Kelce Awards Ceremony – April 7, 6:00 p.m.; we will try program first followed by reception after
 - c. Next General Faculty meeting set for May 8th at 2:00 p.m. followed by Faculty Awards presentation at 3:30 p.m. including reception

- d. Physical Plant will no longer provide paper towels for office dispensers; Kelce Dean's Office will!
- e. Dean is making rounds to visit with each faculty member in the college.
- f. List of business majors who will be initiated into freshman national honor society (Phi Eta Sigma) was distributed.

IV. Unit Updates

- a. AAC – no report, Suzanne absent
- b. ACIS – Peter Rosen
 - i. Accounting candidate will be on campus this Thursday and Friday.
- c. EF&B – Kevin Bracker – CFA Challenge is this week-end in KC
- d. MBA – Din Cortes
 - i. 2 applications for Outstanding MBA have been received – today is the deadline.
 - ii. 6 students are planning to enroll in the France La Rochelle dual degree program this fall.
- e. MGMKT – Lynn Murray
 - i. Transfer equivalency guide – upper division courses are transferring in from Labette. There is concern that these courses are not valid equivalent courses. Barbara VanBecelaere, Registrar's Office, is checking on this.
 - ii. Last day to initiate catalog changes to curriculum is Monday, March 6 for processing this year. Need to reflect recently approved changes to Kelce Core. Should be consistent for all departments.
 - iii. Tilford conference attendance was discussed. Need to encourage more Kelce faculty to attend.

V. New Business –

- a. Code of Ethics taskforce rep will report to KLT next week.

VI. Old Business

- a. Youngman Funds Document
- b. P&T Document

VII. Adjourn – 3:33 pm

Dates to Remember:

1. Kelce Dean/Chairs/Faculty Meetings with the President and Provost – March 10
2. Spring Break, March 20 through March 26
3. Research Colloquium, April 6
4. Kelce Annual Awards Ceremony, April 7
5. Transfer CARES, April 17 and 18
6. Faculty Awards, May 8 (preceded by Faculty Meeting)
7. Finals Week, May 8 through May 12
8. Spring Commencement (with A&S), May 12
9. Semester Grades Due, May 15
10. KBOA Spring Meeting, May 15