

## **MINUTES**

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

**Present:** Dr. Kevin Bracker, Dr. Din Cortes, Dr. Paul Grimes, Dr. Lynn Murray, Dr. Peter Rosen

**Absent:** Ms. Suzanne Hurt

**Guests Present:** Dr. Michael Davidsson

- I. Academic Honesty Taskforce Report – Michael Davidsson
  - a. Dr. Davidsson attended the meeting representing the Academic Honesty Taskforce.
  - b. Dr. Davidsson distributed and explained items (proposed Code of Ethics) the committee will present to Kelce faculty at the meeting next week.
    - i. Teaching faculty will be responsible for reporting cheating, dishonesty and misbehavior of students in the classroom.
    - ii. PSU administration will continue to be responsible for enforcing student consequences according to university policy.
    - iii. Recommendation was made by the committee to display the Code of Ethics in every classroom.
  - c. Dr. Davidsson will present the new proposal/code at the Kelce faculty meeting next week and it will be voted on at that time.
  
- II. PLC Recap
  - a. Budget Exercise for FY18 and Beyond
    - i. KLT discussed budget reduction exercise as presented by the Provost at PLC.
  - b. Course Fees
    - i. There are departments on campus that are needing course fees in order to continue with their courses.
    - ii. Proposals for course fees will now be reviewed through the Provost's Office to the President's Council.
    - iii. Recommend that we consider course fee for CIS 130 to underwrite Microsoft certification exam license. Dr. Rosen to explore this.
  - c. Enrollment Update
    - i. Dr. Howard Smith has prepared an enrollment projections model based on recent trends. Model shows ACIS down 24 students, MGMKT down 5, and EF&B up 12 for Fall 2017.
    - ii. Discussed possibilities for the Kelce College not losing enrollment in the fall based on the trends.
    - iii. Current data show enrollments to be down 7% for fall. Summer enrollment is projected to be down by 10%. Discussion followed on possible solutions to increase enrollment and prepare students for employment.
  
- III. Update on Renovation and Expansion
  - a. Productive trip to Overland Park – Holly & Dr. Grimes visited with donors who gave \$50,000 toward the building renovation project.
  - b. One-page Flier for community presentations – see handout
    - i. Dr. Grimes will be visiting local civic organizations, making presentations about the proposed renovation and expansion and distributing the flier.
    - ii. Will suggest putting floor plans and giving opportunities on the back of the flier.
  - c. Website targeted for giving to the building fund – will be linked in very strategic places on-line, Linked-In, Facebook pages, etc.

- IV. Miscellaneous
  - a. Time Changes and Agenda for Next Week's Faculty Meeting
    - i. 12:00 Faculty Awards – 121 Kelce
    - ii. 1:30 Faculty meeting – 214 Kelce – discussed agenda items
    - iii. 3:00 Faculty Senate meeting – curriculum issues
  - b. Summer Enrollment Issues and Faculty Contracts
    - i. Zero enrollment courses for summer have been cancelled (two courses total – none in KCOB).
    - ii. KNEA is arguing that posting a course on the summer schedule constitutes a contractual obligation on the part of the university and, therefore, the courses should continue to be offered with the faculty member being paid regardless of the number of students enrolled.
  - c. Commencement set for 8:00 p.m., Friday, May 12<sup>th</sup> – 2<sup>nd</sup> commencement on Friday evening
  
- V. Unit Updates
  - a. AAC – no report
  - b. ACIS – Dr. Rosen
    - i. Jason Song interviewed for Accounting Visiting Professor position last week. An offer was extended and he has decided not to take the position as he has been offered two other tenure-track positions elsewhere.
  - c. EF&B – Dr. Bracker
  - d. MBA – Dr. Cortes
    - i. MBA enrollments – all is going well with enrollments and course offerings. He is receiving many calls from working adults requesting information about the program and online opportunities.
    - ii. Working on the BSQ for AACSB.
  - e. MGMKT – Dr. Murray; successful spring picnic with good turnout but not as many students and guests as last year.
  
- VI. New Business
  
- VII. Old Business
  - a. P&T Document – on hold as KNEA is discussing changes in university procedures.
  
- VIII. Adjourn

**Dates to Remember:**

1. Spring Meeting of Kelce General Faculty, May 8
2. Finals Week, May 8 through May 12
3. Spring Commencement (with A&S), May 12
4. Semester Grades Due, May 15
5. KBOA Spring Meeting, May 15