

MINUTES

Kelce Leadership Team Meeting
1:30 p.m., June 20, 2017

Present: Dr. Kevin Bracker, Dr. Bienvenido Cortes, Ms. Suzanne Hurt, Dr. Paul Grimes, Dr. Lynn Murray, Dr. Peter Rosen

- I. PLC Recap
 - a. Corporate engagement
 - i. A draft of the Corporate Engagement Task Force Overview was distributed as discussed in this morning's PLC meeting.
 - ii. Task force may be initiated to look at coordinating communications across campus for those involved in corporate engagement.
 - iii. Dr. Grimes will keep KLT informed of ongoing issues.
 - b. Cell phones paid for by university
 - i. Discussed cell phones that are paid by university departments. None in Kelce.
 - e. Budget exercise on "pause"
 - i. Academic Affairs unit will be pausing budget exercises until mid-July.
 - ii. Legislature made provisions to give pay raises to all state employees. Only those state employees who have *not* received raises in the past five years are eligible. Those with less than 5 years of service would receive 2.5% and those with 5 or more years of service would receive 5% only if they had not had a raise or salary adjust during the previous five years. Therefore, most employees on our campus are not eligible due to the small raises received in past years.
- II. New HR System / Electronic Time Cards
 - a. Line manager responsibilities – all chairs, directors and Deans must approve time cards for those they supervise
 - b. Reporting your own time – all line managers are responsible for entering and reporting their own time off (sick leave and vacation)
 - c. First run-through – June 28/29
 - i. KLT will meet on Thursday, June 29 to make sure all know how to enter and approve time. Mimi will set up a time for everyone to meet.
- III. Miscellaneous
 - a. KU Case Competition – need a lead faculty member
 - i. Discussed names for a lead faculty member for this competition (undergraduate students)
 - b. Shared Online Entrepreneurship Courses – need a lead faculty member
 - i. Discussed allowing our students to share online entrepreneurship courses delivered by UMKC.
 - ii. Lead faculty member name was discussed – need to determine if there is an in-state partner
 - c. Proposed new KBOA members – Mike Foster, Brandee Johnson
 - i. Mike Foster was nominated by John Lowe and is excited about the potential of serving on the KBOA. He is in the CIS area and working in Iowa.
 - ii. Brandee Johnson runs Limelight Marketing. Holly has nominated her.
 - iii. Both names are with the nominating committee and then will be voted on by the full board if accepted.
 - d. KBOR articulation agreement – need representatives for this year's courses being reviewed
 - i. Handout reviewed – Accounting rep will need to be assigned to go to Topeka on October 13 to discuss the Financial and Managerial Accounting course outcomes. Dr. Rosen will give name of rep to Dr. Grimes to submit to the Provost.
 - e. Royals advertisement – now in print; nice placement next to Mike Moustakas profile.
 - f. Home and emergency contact lists for departments
 - i. Discussed putting together a list for each department with home/cell phone #'s.

- ii. Lists will be shared with the Dean's office.

IV. Unit Updates

- a. AAC – Suzanne Hurt
 - i. Pitt Cares has had pretty low numbers this summer. Tomorrow will be a bigger day for enrollment.
 - ii. Adrienne's last day of work was last week.
- b. ACIS – Peter Rosen - Pitt Cares
 - i. Will need more assistance with Pitt Cares tomorrow because there are more students attending. Each department will bring two people to help enroll.
 - ii. Sabrena Beamon (student) is working in ACIS every day from 8-12 through the month of July.
- c. EF&B – Kevin Bracker
 - i. New duties: Economics coordinator will be Dr. Lal, Finance coordinator will be Dr. Bracker and Dr. Cortes will handle authorized signature/line manager duties for EFB.
- d. MBA – Din Cortes
 - i. Surveys have been completed.
 - ii. Four students will be going on Taiwan trip. Dr. Cortes will travel to Taiwan to present a paper (July 3-21).
 - iii. Will be organizing a Gorilla Gathering while in Taiwan.
 - iv. Discussed Academic Partners Program (MBA Program). Dr. Grimes is working with Jamie Brooksher and Doug Ball to get questions answered.
- e. MGMKT – Lynn Murray
 - i. Jeff Poe resigned as of the end of June. He will be CFO for Mariner Investments in KC area.

V. New Business

- a. Discussed preparation of the new course catalog.
- b. Reviewed important dates for staffing requests, etc. from the Provost.
- c. Reviewed tuition structure as approved by KBOR for the Regents University's.
- d. Discussed progress made on capital campaign for building; more than \$0.5M in commitments received so far this summer.

VI. Old Business

- a. P&T Document – the dean will work on this in July.

VII. Adjourn – 2:45 pm

Dates to Remember:

1. Finals Day / End of Summer I, June 30
2. First Day of Classes for Summer II, July 3
3. Holiday, July 4
4. Finals Day / End of Summer II, July 28