



MINUTES

Kelce Leadership Team Meeting
1:30 p.m., August 29, 2018

Present: Din Cortes, Paul Grimes, Eric Harris, David Hogard, Lynn Murray

- I. PLC Update
 - a. Suggestion for undergraduate Community Leadership degree – pre-meeting to PLC
 - i. Dr. Pomatto and A&S have been leading this charge to come up with a Community & Healthcare Leadership degree.
 - Committee decided that a broader Community Leadership degree would work better with each area having an emphasis.
 - Will create focus groups with students to try to determine if students are interested in these type of alternatives. David will give a couple student names to Bobby Winters to be included in the focus group.
 - b. Roll out of new student evaluation of teaching system through Canvas – will save the university money because the new system is on-line.
 - i. Must follow KNEA contract for tenure-earning faculty
 - ii. All Continuing and Adjunct faculty (and GTAs) will now be required to participate with all courses
 - c. Formstack inquiry response surveys
 - i. Students/prospective students submit inquiries via the university website
 - ii. The inquirer will receive a survey 4 days after they submit an inquiry to determine their reaction to the university's response that was sent (negative or positive and why).
 - d. Demonstration of new on-line virtual campus tour – Howard Smith
 - i. There are many new features. Not live yet.
 - e. Carry forward funds – CF funds will occur again from 2017-2018 to 2018-2019 for KCOB – intent is to carry-forward funds if saving up to make purchases of larges items that can't be purchased at that point – there is a problem with some colleges not being clear on this intent.
 - f. Miscellaneous – KBOR Faculty Reward Structure Review / Chief Communications Officer
 - i. Rewards include promotion and tenure of faculty. Need to consider rewards for non-tenure earning faculty.
 - ii. President has reviewed candidates for the Chief Communications Officer position and an announcement will be made by next week.
- II. AACSB Visit – Planning for Site Visit
 - a. Annotated strategic plan
 - i. Review of draft prepared by the dean – Dr. Grimes would like for KLT to review to ensure that everything is characterized completely and accurately. This will be discussed and finalized at the next KLT meeting.
 - ii. Finalize and prepare for distribution to the team – will send prior to visit
 - b. Preparation of Faculty and Students for visit - need to schedule visits with committees and clubs
 - c. Prepare building – presentation cases, bulletin boards, etc.
 - i. Student employee is working on display cases – will be using video monitor in front of the 110 Faculty Suite – will incorporate hash tags and social media feeds.
- III. Miscellaneous
 - a. Travel allotments for the year
 - a. Mimi stated that there were about 15 faculty who had submitted estimates totaling \$41,030 for about \$1,500 average estimate per person.

- b. Will keep the same policy as last year for the Kelce endowed account – will provide \$500 per faculty and will look at each case individually to let them know if additional amounts can be provided. Endowment funds from the dean are not shareable with other faculty who are not traveling.
- c. Discussed using OOE funds for travel – it was decided to use OOE as a last option for travel expenses.
- d. Update on Admin Search – Mimi – search is being conducted for 75% position.

IV. Unit Updates

- a. KUSB – Harris
 - a. GA's have all been appointed.
 - b. Tenure/Promotion committee will need to be reconstituted.
 - c. Faculty/Students have been coming to Dr. Harris for inquiries, etc.
- b. KGSB – Cortes
 - a. MBA Program Committee met this morning and he gave them updates.
 - b. There are currently 102 students enrolled in KGSB programs.
 - c. Academic Partnerships – will meet with Brian (rep from AP) this evening.
 - i. There are some requirements that will still need to be approved by the Graduate Council.
 - d. Dr. Cortes will be attending the Kansas State Fair for university PR.
- c. OBE – Murray
 - a. Canvas group is all set up (discussed procedures).
 - b. Systems for prospective students: Hobson's list for all UG majors will be sent from Admissions .
 - c. CMS: Dr. Murray receives these reports/requests.
 - d. Freshman Experience update – all is going well.
 - e. Discussed having marketing materials ready before events occur.
- d. AACR – Hogard
 - i. There were 60 students at the first Enactus meeting this week.
 - Meeting was marketed very well. Will need to have meetings in the Student Center if they continue to be this large.
 - ii. There will not be Regional competition again this year. National EXPO will be in KC but during our Finals Week – will need to work with faculty to rearrange for team members.
 - iii. Discussed scholarship given to Enactus president historically.
 - iv. Koch will be having an event at Gusano's next week (all business students).
 - v. Padfolios – shipping will cost close to \$300, for a total of about \$5,000 for 500 padfolios. Will be prepared by Printing Services.

- V. New Business – discussed parking for Block 22 – individuals not affiliated with Block 22 have been parking in spots indicated for residents.

VI. Old Business

- a. P&T Document
- b. Targeted Journals and Conferences

VII. Adjourn – 3:05 p.m.

Dates to Remember:

1. Labor Day Holiday, September 3
2. Kelce Fall Picnic, September 4
3. Kelce Golf Tournament, October 1
4. Fall Break, October 11 and 12
5. **AACSB Reaffirmation Visit, October 14 to 16**
6. Homecoming Week, October 15 to 20
7. Midterm D&F Grades Due, October 15
8. Final Drop Day, November 5
9. Rumble in the Jungle, November 3
10. Thanksgiving Break, November 21 to 23
11. Last Day to Withdraw, November 30
12. Final Exam Week, December 10 through 14
13. Commencement, December 14
14. President & Provost Visit College, March 22