



## **MINUTES**

Kelce Leadership Team Meeting  
1:30 p.m., September 5, 2018

**Present:** Din Cortes, Paul Grimes, David Hogard, Lynn Murray

**Absent:** Eric Harris (excused)

- I. PLC Update
  - a. Miscellaneous – Summer Innovation Grants / Prioritization Consultant / Projector Bulbs / Etc.
    - i. Discussed alternative summer innovation grants review processes.
    - ii. Program Prioritization consultants – exploring who to hire.
    - iii. Techs will be installing bulbs, but ITS has requested that bulbs be replaced every 1500 hours instead of when they burn out. Discussion followed – cost a major concern.
  - b. Summer School Task Force Report
    - i. Summer School Task force was discussed at PLC. Dr. Murray served on task force for KCOB.
    - ii. There were not many recommendations from the task force, but outlined alternative structures for administration to consider moving forward – class size limits, contingent contracts, etc.
    - iii. Summer tuition expenses at PSU limit lower division enrollments.
  - c. Program Review for Accredited Programs – KBOR pushback on last year’s practice
    - i. There is a new model for accredited programs which applies to KCOB.
    - ii. KBOR has stated that program review for accredited programs was not rigorous enough; new plan will be implemented this year.
- II. AACSB Visit – Planning for Site Visit
  - a. Annotated strategic plan – discussion on changes and Dr. Grimes will distribute a revised copy and send to the team.
    - i. Review of draft prepared by the dean
    - ii. Finalize and prepare for distribution to the team
  - b. Preparation of Faculty and Students for visit - Mimi is scheduling visits with committees and clubs
  - c. Prepare building – presentation cases, bulletin boards, etc. Lynn’s student will present plan next week.
- III. Miscellaneous
  - a. Update on Admin Search – Mimi
    - i. Cindy Johnson has position on hold waiting for documents which have now been uploaded into the system.
    - ii. Position will be open for applicants until 10/1/18.
  - b. Building Project – development update; the dean discussed recent major gifts
  - c. Need to Appoint Program Review Kelce Representative
    - i. 3 year term to replace Dr. Shum.
    - ii. Discussed possible names for this committee.
    - iii. Dr. Grimes will talk to Dr. Dalecki about serving on the Program Review Committee.
  - d. Update of University and Faculty Senate Committee Appointments Held by Kelce Faculty
    - i. Need to update university committee appointment list for Kelce faculty before AACSB review.
  - e. Salary Adjustments; KNEA Voting this Week and President’s Announcement for Unclassified
    - i. Salary adjustments: KNEA is voting this week on current offer; there will be a 2.5% increase for unclassified staff and USS.
  - f. Dean Out-of-Office: September 12 & 13 (Mississippi); 24 & 25 (DC for AACSB)

IV. Unit Updates

- a. KUSB – no report; Dr. Harris absent
- b. KGSB – Cortes – discussed progress of AP Program and upcoming training session for faculty. Graduate Studies preparing new MBA recruiting materials for International Office.
- c. OBE – Murray – picnic yesterday wasn't as well attended as in the past; working with students to send out video e-mails to prospective students.
- d. AACR – Hogard – Koch reps are here this evening to meet with business majors at Gusanos; Meet the Firms Day is this coming Monday, September 10; Fall Career Expo Employer Appreciation Reception will be at 5:00 pm on October 24 at the Crossland house.

V. New Business – Discussed potential members for Young Alumni Board.

VI. Old Business

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

VII. Adjourn 3:00 p.m.

**Dates to Remember:**

- 1. Kelce Golf Tournament, October 1
- 2. Faculty Development Event, October 3
- 3. Fall Break, October 11 and 12
- 4. **AACSB Reaffirmation Visit, October 14 to 16**
- 5. Homecoming Week, October 15 to 20
- 6. Midterm D&F Grades Due, October 15
- 7. Kelce Board of Advisors lunch and meeting, October 19
- 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