

MINUTES

Kelce Leadership Team Meeting
3:00 p.m., June 24, 2019

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

- I. PLC Updates
 - a. Strategic Visioning Initiative – debrief last Friday’s rpk presentation
 - i. Reviewed rpk’s presentation from last week
 - b. Provost transition – Dean Grimes had first meeting with incoming Provost Smith; PLCs moved to Monday afternoons; henceforth, no replacement need be sent to PLC meeting when Dr. Grimes is away
- II. Budget
 - a. Approximately \$62K reduction from Kelce’s FY20 accepted – some minor adjustments
 - i. All from UNR funds held in reserve for Kelce
 - b. Carryforward – at close of FY19 almost \$30K will be added to our carryforward reserves – see handout for sources of our savings
- III. Personnel Issues
 - a. Course Coverages – where are we on known openings?
 - i. 3 openings in Accounting and 4 openings in Management/Marketing
 - ii. Discussed potential adjunct instructors for courses
 - b. PCs – need to visit with everyone and make appointments
- IV. Program Review
 - a. Reports turned in (BBA programs by Dr. Harris, MBA program by Dr. Cortes)
 - b. Drs. Harris and Grimes will visit with Howard in July about process
- V. Miscellaneous
 - a. Abby Fern email about event coverage – what do we want to report
 - i. Notable happenings need to be shared with University Marketing & Communications
 1. Golf tournament, 3-day start up, Kelce Picnics, Fall Expo breakfast, etc. – Dr. Murray will get this info to Abby Fern.
 - b. 3-Day Start Up – finalizing contract and date; Arvest Bank Sponsorship
 - i. Dr. Murray and Dr. Grimes met with Arvest Bank reps and with S. Nacarrato and D. Pullium to finalize the contract and set the date for the 3-Day Start Up – most likely late in October.
 - ii. Revised contract has been approved by Jamie Brooksher.
 - c. Center for Management Development @ WSU – inquiry about future partnership
 - i. Training opportunities are available with this Wichita State University outreach center
 - ii. It was decided by KLT to pursue this opportunity – Dr. Murray and Dr. Grimes will follow up with WSU in August
 - d. Terminal Degree Requirements – modify for Personnel Handbook – Drs. Grimes and Murray (will work on when Dr. Grimes returns in mid-July)
 - e. Annual Reviews – need to start (Hogard, Murray and Cortes). Due before school starts in August.
 - f. Reminder on coverage for Dean while Dr. Grimes is away; leaves 06/26 and returns to office 07/15

- VI. Updates
- a. AACR – David Hogard – very busy with Pitt Cares today / no other report
 - b. DOBE - Lynn Murray – research paper accepted for Marketing Management Association meeting – Mary Judene Nance will attend conference
 - c. KGSB – Din Cortes – working on getting instructors for the 2nd fall session of the PMBA program; discussed presenting the PMBA at the Professional Development day. Also discussed changing requirements for the Business Administration Minor to satisfy prerequisites for the MBA Program – determined that this probably isn't necessary (Dr. Cortes will talk to the UG Curriculum Committee & Graduate Committee).
 - d. KUSB – Eric Harris – no report / busy with finalizing transition and wrapping up hiring
- VII. New Business - none
- VIII. Old Business - none
- IX. Adjourn - 4:10 pm
- Dates to Remember:**
- Professional Development Day – August 14
 - Opening University Meeting – August 15
 - Opening Fall Faculty Meeting – August 15
 - First Day of Fall Semester – August 19
 - Labor Day Holiday – September 2
 - Kelce Fall Picnic – September 3
 - Fall Break – October 10 and 11
 - Mid-Semester Grades Due – October 14