

MINUTES

Kelce Leadership Team Meeting
2:30 p.m., August 13, 2019

Present: Din Cortes, Paul Grimes, David Hogard, Steve Horner, Lynn Murray

- I. PLC Updates
 - a. Facilities Master Planning; work behind schedule all across campus including Axe Library and Block 22; water issue in Bicknell to be addressed; Car Charging stations at KTC not being utilized – questioning the need for spaces at Kelce
 - i. Discussed keeping these car charging spaces in the plan for the Kelce renovation to help ensure progress toward LEED certification.
 - b. rpk Group proposal received; to address organizational structure and market opportunities
 - c. New catalog; web version now up and PDF version within a month or so – let Melinda know of any issues and needed corrections
 - i. Discussion followed among KLT about the inaccuracies and inconsistencies found in the new web version of the catalog.
 - d. Degree Audit System; under development with new look and new functionalities including a “road map” to degree capability
 - e. Leadership PSU – need to submit nominees for this year’s PSU class – discussed names of potential nominees to submit to Provost’s Office
 - f. Gorilla Gateway Course – Provost accepted deans’ recommendation to waive for those students with Freshman Experience Credit; still considering options for transfer students
- II. Semester Startup
 - a. Opening faculty meeting – Thursday, August 15
 - i. Reviewed draft of agenda (handout) – adjustments made
 - ii. Reviewed draft of Dean’s Report (handout) – adjustments made
- III. Personnel Issues
 - a. PC assignments – Accounting – Presley w/MPAC – O’Bryan; CIS – Cummings; Finance – Bracker; IB – Murray; Marketing – Nance; Management – McKinnis
 - b. P&T – identify those going up
 - i. In KUSB faculty meeting, Dr. Horner was asked to find out from faculty who is planning on going up for promotion and/or tenure this year.
- IV. Miscellaneous
 - a. Sign “Administrative Code of Ethics” (handout) – sign and return to Dr. Grimes to sign and then will be filed in personnel record
 - b. Reaffirm AACSB Faculty Qualification targets (handout)
 - i. Policy requires us to re-set the targets since it’s the beginning of the accreditation cycle.
 - ii. KLT voted unanimously to reaffirm using the current targets in lieu of not knowing what might be coming this fall from AACSB. Option to reopen when new standards are known.
 - c. Review draft of “Terminal Degree Requirements” for *Unclassified Personnel Handbook* (handout)
 - i. Needed to update to reflect current organizational structure for the college per request from the Provost’s Office.
 - d. Review results from Spring student evaluation of courses (handouts)
 - i. Reviewed and discussed aggregate results from student course evaluations from spring 2019.

- e. Determine date for President's and Provost's visit to Kelce – will try to schedule for Friday, March 13 with President and Provost
- f. Collected signup dates for Chamber of Commerce Weekly Coffees – Mimi will add to everyone's Outlook calendars

V. Updates

- a. AACR – David Hogard – Enacatus will be working with Students for Sustainability who are seeking a grant from the Department of Health for the Arma "Living Well" project. Will build a hydroponics system at Northeast High School if funded.
- b. DOBE – Lynn Murray – heard from Jeff Poe, whose company just hired 4 PSU Kelce alums – he's also interested in being a mentor for the 3-Day Start Up program
- c. KGSB - Din Cortes – Dr. Binder will be teaching Quant class for the PMBA program this fall; discussed setting up classes within the PMBA program (Dr. Cortes to meet with Susan Dellasega on this issue)
- d. KUSB – will be calling a faculty meeting soon – probably the first Friday that school is in session; still working on final GA assignments – one left to hire in Econ.

VI. New Business - none

VII. Old Business - none

VIII. Adjourn - 3:15 pm

Fall Dates to Remember:

- First Day of Classes – August 19
- Labor Day Holiday – September 2
- Kelce Fall Picnic – September 3
- Meet the Firms – September 9
- Annual Kelce Golf Tournament – October 7
- Fall Break – October 10 and 11
- Mid-Semester Grades Due – October 14
- Homecoming – October 19
- Career Expo – October 23
- 3 Day Startup – October 25-27
- Final Day to Drop Class – November 4
- Thanksgiving Break – November 27-29
- Final Exams – December 9-13
- Commencement – December 13