

## MINUTES

Kelce Leadership Team

1:30 p.m., May 28, 2020 – Online Teams Meeting

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

- I. Administrative Issues
  - a. Transition back to campus
    - i. Pitt State masks – Mimi received and distributed to faculty this week; those for student workers have been requested
    - ii. Working on plans to reopen offices for summer hours; new transition document in works
      1. Looking at mid-June to try to open as many offices on campus as possible
      2. All areas will observe summer hours – 8-4:30 M-Th and 8-12 on F
      3. A transition back to campus document is being prepared by Pitt State administration.
  - b. Planning for Fall Semester
    - i. University-level Working Groups – ongoing
    - ii. Kelce Task Force – inventory of courses for fall being reviewed by Provost and university-level Academic Working Group.
      1. Discussing that Kelce courses should all be ready for roll over to on-line in the fall if needed due to a new lock down.
      2. PC's have been asked to contact faculty to self-identify those who would require their courses be taught on-line because of health/COVID-19 related reasons.
    - iii. Budget Uncertainties – no budget action by legislature last week; KBOR to consider tuition proposals at June meeting in Topeka (in person)
      1. There are opportunities for Kansas universities to request a small increase in tuition. The fee/tuition increases could be nullified by political actions with state allocation.
    - iv. Discussed Pitt State allowing new international students to take core courses in an on-line format from home during the fall semester.
      1. This is occurring because of problems with international travel during the pandemic – no entry visas are being issued for new students.
      2. A list of courses that freshmen could take on-line is being prepared along with promotional material. Significant cost savings for students (online tuition < international tuition).
      3. International Office will recruit and work with international students to start their education at Pitt State through online and then transition to campus at later date.
- II. Students
  - a. Summer Enrollments – latest updates distributed; undergrad down 15% from last year
  - b. CARES – begins next week; reservations on par or above last year's levels; enrollment to be done via video calls
    - i. David sent an e-mail to Kelce faculty asking for volunteers to assist with advising for on-line CARES meetings – at this time it does not appear that they will be needed.
    - ii. Number of new students registered for CARES has increased over this time last year.
- III. Miscellaneous
  - a. Data Analytics – meeting with Provost and VP Ball scheduled for tomorrow
  - b. Grade Appeal – international MBA student requesting grade change from Spring 2010 semester
    - i. Dr. Grimes reviewed the history of this individual's course work
    - ii. A decision on this request has not yet been made – Registrar will respond

- c. A new Program Coordinator in the accounting area needs to be appointed due to David O'Bryan resigning from the role. Dr. Grimes/Dr. Horner will send an e-mail to Accounting faculty to see who might consider taking this position.
- IV. Annual Performance Reviews
- a. College accomplishments – needed list submitted to Provost this morning by the dean.
  - b. KLT members – update prior goals/accomplishments and enter new goals by June 19<sup>th</sup>
- V. Updates
- a. AACR – David Hogard - 9 Kelce students have an opportunity to complete in Phi Beta Lambda on-line competitions at the end of June. They need financial assistance in order to participate/register for the competition. KLT decided that registrations will be paid from the PBL account and if additional funds are needed we'll try to accommodate them from the Dean's Office accounts.
  - b. DOBE – Lynn Murray – no report
  - c. KGSB – Din Cortes – PMBA summer session will begin next Monday, June 1; PMBA tuition waiver for Pitt State employees/spouses is not allowed due to revenue sharing agreement with AP; there were 12 PMBA graduates in the spring.
  - d. KUSB – Steve Horner – working on MFT results and will provide a report for KLT
  - e. ADMIN – Mimi Morrison – no report
- VI. Old Business: Retreat Items – Curriculum and Degree Options
- a. Actions Underway
    - ~~i. International Business Task Force – Report Received~~
    - ~~ii. Professional Sales Certificate and Sales Center~~
    - iii. Data Analytics Certificate – See above
  - b. Potential New Programs
    - i. Entrepreneurship and Small Business – consider starting as certificate
    - ii. Business Education – will meet with COE at future date
    - iii. General Business – Dr. Grimes to prepare white paper / proposal
- VII. Next KLT meeting is scheduled for next Tuesday, June 2, at 1:30
- VIII. Adjourn – 2:40 pm

**Dates to Remember:**

- Summer I Session Begins – June 1
- Summer II Session Begins – June 29
- Holiday - No Classes – July 3