

MINUTES

Kelce Leadership Team
11:30 a.m., February 19, 2021

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

- I. Finalized College Scholarships
 - a. Selected students to receive scholarships still open

- II. Administrative
 - a. COVID-19 Issues
 - i. Pitt State will serve as a vaccination site as supplies becomes available
 - b. WSU circulating vote of no confidence in KBOR due to new personnel reduction policy (1,000 signatures from KU)
 - c. Looking at loosening restrictions on student organization speakers and travel (competitions)
 - d. CARES technology funding – postponed order to next week (includes Kelce classroom/lab computers)
 - e. Organizational continuity planning – preparedness evaluation of units – what functions are essential in each area of Pitt State in the event of short and long-term closures? Need to think about this for Kelce. University plans is to include information in the syllabus supplement regarding inclement weather and emergency closures. Faculty will be asked to include information in their course syllabus about how campus closure will affect their specific class responsibilities.
 - f. Open CIS and Econ positions – Econ position to be vacated by retirement will not be filled next year, however we received permission from Provost to fill CIS position vacated by departure. Discussed filling CIS position with a current adjunct faculty member. Dr. Grimes and Dr. Horner will meet with IS faculty to discuss how to proceed with the CIS position.
 - g. Center for the Public Trust – students receive a certificate in ethics if they take part in the program. Cost is \$40 per student. Could possibly offer this program to Business Professionalism and MKTG 839 students. Mr. Hogard, Ms. Kent and Dr. Murray will conduct a trial with their students and will provide feedback at the end of the semester.

- III. New Committee & New Task Force
 - a. Part-Time Lecturers Committee – membership appointments update – one non-response to invitation
 - b. Social Impact Task Force – Dean met with group and gave them the charge last week – work beginning

- IV. Planning for Scholarships and Awards Recognition Program – discussion on how to conduct this year’s program for students receiving scholarships and awards
 - a. Reserve date: Friday, April 9th – hold in Room #121 Kelce
 - b. Ask students to arrive “by discipline” at specified times during the day
 - c. Send letter to faculty and students. Tell students they need to be there.
 - d. Take photo of each student – need to schedule and reserve photographers
 - e. Give each student a Pitt State cookie along with their award

- V. Updates
 - a. AACR – David Hogard - start advising for summer and fall next week; schedules come out March 5, enrollment begins April 4
 - b. DOBE – Lynn Murray – no report
 - c. KGSB – Din Cortes – no decision yet on commencement date(s) for this semester; met with AP last week – extending carousel to 2027 – class size is increasing – will add sections to decrease course loads; Finance Search Committee will meet in early March, there are 44 applicants to date; 4-5

- applicants for the Coordinator position; retirement reception for Drs. Freund and Bracker – will have university photographer secure pictures
 - d. KUSB – Steve Horner – BGS Awards Ceremony – checking on food and getting info on eligibility of students for recognition; summer schedules were due this week to Registrar, fall schedule due to Registrar on Monday; working on performance appraisals – due to faculty by March 1; PT Lecturers Committee – Lisa Paterni, Praveen Guraj, Melinda Roelfs have agreed – will have a meeting soon
 - e. ADMIN – Mimi Morrison – heating unit in 121 Kelce to be repaired next week
- VI. Strategic Planning discussion
- a. In opening video Dr. Scott hinted at retirement after next AY – Provost is working on extending the current university strategic plan in the event that comes to pass.
 - b. Need to consider extending the current Kelce Strategic Plan for an additional year which will keep us in sync with university and put us at the end of our AACAB year of record. There will be much more finalized to report during the CIR visit in this case.
 - i. KLT will review annotated college strategic plan before making a final decision on extension
- VII. Applied Business Administration proposal – retreat to develop framework for new degree
- a. KLT spent afternoon discussing the proposed general business degree as presented at the opening spring faculty meeting
 - b. Curriculum plan developed based on incorporation of existing minors as the basis for the new major
 - c. Allow for the inclusion of a business education option
 - d. Various names discussed for the degree – final choice: Business Studies
 - e. Dr. Grimes and Mr. Hogard will work on development of formal proposal to present to faculty at the final spring faculty meeting
- VIII. On-going Business: AACSB Accreditation
- a. Initiate planning:
 - i. Faculty Qualifications – revise in response to review and update to meet new standards
 - ii. Journal Quality – incorporate statement into our Research Vision document
 - b. Schedule retreat to consider:
 - i. Vision/Mission Statement revisions
 - ii. Strategic Plan – update progress on action items / next steps

Dates to Remember:

1. Apple Day – March 1
2. Mid-term Grades Due – March 15
3. Spring Career Expo – March 16
4. Pre-enrollment Begins – April 4
5. Last Day to Drop – April 5
6. Transfer CARES – April 12 and 13
7. Last Day to Withdraw – April 29
8. Finals Week – May 3 through May 7
9. Commencement – April 30 & May 1?
10. Spring Break Week – May 10 through May 14
11. Grades Due – May 17