

MINUTES

Kelce Leadership Team
9:30 a.m., March 23, 2021

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

- I. Administrative
 - a. COVID-19 Issues
 - i. Concerns about fall course modalities and faculty wishing to switch; easier to move from face-to-face to hybrid/hyflex; class size issues as face-to-face courses impose enrollment limits due to COVID capacity rules; Provost will continue to monitor in light of health department rules and adjust when necessary; any changes in modalities need to be in place before April 4th when early registration begins
 1. KLT discussed course modalities for fall and why courses are set up in certain modalities; need to monitor to avoid enrollment bottlenecks.
 2. Some uncertainty will surround exactly how the schedule will work and erring will be on the side of offering a course as a face-to-face course first.
 - ii. Travel – Provost is approving limited student travel to conferences and competitions; safety protocols must be followed for trip and event; Study Abroad being approved only for nations on the federal “safe” list
 1. Need to show that conferences for students will provide safety protocols and will be reviewed by the Provost on a case by case basis.
 2. International study abroad opportunities for students will be scrutinized closely according to where they are requesting to go.
 - iii. Admissions office is considering a series of smaller Rumble in the Jungle events by college to replace the larger campus-wide program
 1. Discussed colleges hosting “Rumble” events for students. This is under consideration due to Covid protocol social distancing issues.
 2. Send ideas to Scott Donaldson
 - b. No President’s Council yesterday
- II. Miscellaneous
 - a. Cabell’s *Journalytics* and *Predatory Reports* databases purchased with help from the library
 - i. Now available for faculty use; email went out last week
 - b. Building Renovation Project
 - i. Change in building codes – plans being reviewed/updated by engineers to conform with latest rules – likely to delay the bidding process
 - c. Scholarships and Awards Recognition Program – April 9th
 - i. Invitations and sign-up have gone out
 - ii. Certificates and awards have been requested; scholarship presentation documents will be prepared this week
 - d. KBOA virtual meeting set for April 16th – RSVPs coming in
- III. Updates
 - a. AACR – David Hogard – advising office is actively advising for summer and fall semesters; sample polo shirts are available to look at in Academic Advising Office; Zoom interviews with 4 individuals for the Coordinator position – reference checks are being conducted for 2, will then proceed to campus interviews

- b. DOBE – Lynn Murray – Women in Business luncheon is this Friday, 3/26; 12 campus visits last week, 4 visits this week; added brief bios to college social media accounts on Odella Nation and Gladys Kelce for Women’s History Month; 3-Day Start Up contracts are waiting on approvals; picnic scheduled for Tuesday, April 27 – not sure of format yet
- c. KGSB – Din Cortes – graduate curriculum and AOL committee met; advising graduate students; PMBA carousel is available from the Registrar; working on graduate status for Ashlee Ables
- d. KUSB – Steve Horner – Finance faculty search – have 1 candidate coming on 3/29 and the 2nd candidate has asked for a virtual interview; CIS Search – meeting with HR today to get search going; faculty awards will be discussed at the next meeting
- e. ADMIN – Mimi Morrison – working on student scholarship awards; still need a photographer for April 9; will ask PSU photographer or Graphics Department if they have a backdrop/lighting we can borrow if they are not available to take pictures; Graduate Student Awards – Dr. Cortes has submitted to B.B. Stotts for all GA’s in Kelce (to be recognized with Faculty Awards)

IV. 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:

- Pre-enrollment Begins – April 4
- Last Day to Drop – April 5
- Kelce Scholarships & Awards Day – April 9
- Transfer CARES – April 12 and 13
- Last Day to Withdraw – April 29
- Commencement – April 30 and May 1
- Finals Week – May 3 through May 7
- Spring Break Week – May 10 through May 14
- Grades Due – May 17