



MINUTES

Kelce Leadership Team Meeting
8:45 a.m., February 21, 2018

Present: Dr. Din Cortes, Dr. Maeve Cummings, Dr. Paul Grimes, Dr. Anil Lal, Dr. Lynn Murray
Absent: Ms. Suzanne Hurt

- I. PLC Update
 - a. Presentation by Michelle Sexton concerning layoff procedures.
 - b. Budget cuts from colleges due to Lynette by April 1st – will discuss options during March one-on-one meetings between Provost and Deans. Cuts may not be proportional based on college budgets.
 - c. Summer School Work Schedules – in effect from May 20th through August 11th (coincides with Oracle pay periods)
 - d. Don't forget to encourage faculty to attend the budget briefing this Friday the 23rd. To be held in connection with the next "Town Hall" meeting with the President. Date and location will be disseminated to all.
- II. Kelce College Faculty Meeting
 - a. Debrief
 1. Discussed several items that were covered in the faculty meeting last Friday:
 - * Proposed reorganization
 - * Qualifications for program coordinators – probably only tenured faculty
 - * Rotation of coordinators within each area – how long of service?
 - * AP and impact on faculty
 - b. Meetings with departments concerning reorganization of college administration; how to proceed
 1. Dean and Associate Dean will be meeting with all departments to discuss reorganization.
 2. Will take the opportunity to also visit about Online MBA and MPAcc
- III. Miscellaneous
 - a. Replace Jay van Wyk on Graduate Council – need to submit name
 1. Discussed possible replacements for Dr. van Wyk on the graduate council. ACIS will be checking on a faculty member to fill in.
 - b. Commencement Dates and Times – see handout
 1. Saturday, May 12 at 9:30 am – KCOB with the School of Nursing
 - c. Kansas Leadership Center opportunity – see handout
 1. Discussed e-mail from Dacia Clark, Small Business Advisor at PSU, regarding Kansas Leadership Conference opportunity.
 2. Interested individuals need to contact Dacia with a date and location that they would like to participate in this Leadership Center opportunity.
 3. Departments will provide names of interested participants to Dacia as soon as possible.
 - c. Faculty Performance Appraisals
 1. Contract imposed deadline for completion is March 1st - dean must sign off
 2. Must meet with each faculty member to discuss evaluation and set goals – before March 31st
 3. Must have faculty member sign our Faculty Qualifications annual form which is needed for Youngman summer award – dean must sign off (include adjuncts and instructors). List of full-time faculty with expected faculty qualification due first week in March to process summer payments.
 - d. Summer teaching spreadsheets must be sent to Russ Hall by March 9th - Mimi needs time to organize. This will include Youngman grants, eligibility based on AACSB faculty qualifications (SA or SP).
 - e. Speaker for Kelce Award Ceremony. Doug Ball has accepted invitation and will receive BGS induction.
- IV. Online Professional MBA
 - a. Din Cortes – update on meetings and progress
 1. Dr. Cortes explained that progress is not occurring as quickly as expected.
 2. Recently participated in a conference/web call with AP and IS department.

- i. AP will be sending a team to assist different units on campus with start-up functions in March (IS, University Marketing, etc.)
 - 3. Dr. Cortes is working on streamlining processes to get the Online Professional MBA up and running.
 - 4. Discussed accounting concentration:
 - i. Will get explanation from AP on what other schools include in the curriculum for accounting concentration in their online MBA programs.
 - ii. Expectation is that students will take the very same courses in accounting that the traditional MBA students take, the only difference is the delivery system, which is online.
 - 5. Need a faculty member to replace Dr. van Wyk on the MPA Program Committee (possibly Dr. Maceli)
- V. Unit Updates
 - a. AAC – Suzanne has submitted her letter of retirement/resignation. A search will be conducted for that position.
 - b. ACIS – A student employee has been hired to help in ACIS while Rachel is gone on maternity leave; Dr. Cummings will make arrangements to meet with Dr. Camp and have someone to cover her class next week; working on writing a position description for full-time temporary position in CIS.
 - c. EF&B – Will meet to discuss fall schedule on Thursday.
 - d. MGMKT – Department meets with Provost on Friday afternoon at 3:30 p.m.
- VI. New Business
 - a. Meeting between Shipra Paul, Michael Davidsson, Lynn Murray and Paul Grimes needs to be set up to discuss business research center.
 - b. There are many inactive student organizations in Kelce. Need to work harder to make these organizations thrive.
- VII. Old Business
 - a. P&T Document
 - b. Student Competitions
 - i. Kansas Entrepreneurship Challenge – Hosted by Kansas State (2 Teams in Spring)
 - c. Targeted Conferences List & Faculty Travel
- VIII. Adjourn – 10:10 a.m.

Dates to Remember:

- 1. Rumble in the Jungle, March 3
- 2. Mid-term Grades Due, March 12
- 3. Spring Break, March 19 – March 25
- 4. Grad Finale, March 28
- 5. Kelce Awards Ceremony, April 6, 6:00 pm
- 6. Finals Week, May 7 – May 11
- 7. Kelce Commencement, May 12
- 8. Final Grades Due, May 14
- 9. **AACSB Reaffirmation Visit, October 14-16**