



MINUTES

Kelce Leadership Team Meeting
8:30 a.m., April 11, 2018

Present: Din Cortes, Maeve Cummings, Paul Grimes, Suzanne Hurt, Anil Lal, Lynn Murray

- I. PLC Update
 - a. No meeting this week
 - b. Dean attended Facilities Master Planning Committee and President's Council for Provost – nothing major or urgent (just lots of water issues with buildings and politics with the County Commission and the State of Kansas)
- II. Academic Partnership meetings on Monday and Tuesday – Din Cortes
 - a. The two day meetings were very productive with several faculty and campus division representatives attending.
 - b. AP reviewed all the steps a student would need to go through from enrollment through graduation.
 - c. The "timeline" for process adjustments was discussed and reviewed with campus divisions that will be involved with the program.
 - d. AP made several recommendations at the end of the meetings. Program will probably begin in the spring rather than the fall.
- III. Reorganization Proposal
 - a. Drafts of position descriptions completed
 - b. Need to craft two memos; one to describe, justify and seek approval for new organizational structure, and one to request permission to establish the Business and Economic Research Center (BERC)
 - c. Meeting with administrative staff to discuss realignment of budgets, responsibilities, etc. later this morning
 - d. University catalog – edits have already been requested; how to proceed? Will check with Registrar's office to see if we can push back the date of our edits until changes have been approved.
 - e. Communication and process of reorganization
 - i. Next step is to communicate plans to faculty/staff. Discussed methods of communicating this info to faculty. Will send communication regarding reorganization plans to faculty prior to the end of semester meeting and then will discuss at the faculty meeting.
- IV. End of Semester Faculty Meeting – May 7
 - a. Agenda Items
 - i. Kelce reorganization and division of duties
 - ii. AP – Professional On-Line MBA Program
 - b. Recognition of Retirees and Faculty Awards to immediately follow faculty meeting
- V. Miscellaneous
 - a. Annual Awards Ceremony – debrief last Friday. Everything went smoothly with no major issues.
 - b. Formstack – discussed info that is generated from University Marketing and how to handle inquiries from prospective students. Need to respond to inquiries in more timely and coordinated way.
 - c. Departmental budgets – end of year upcoming – OOE funds will be carried over to next year; student budget accounts need to be reviewed and spent down.
 - d. Economic Impact of Plaster Center Project – Dr. Davidsson has been asked to do an economic impact study of the Plaster Center by the President
 - e. Reminder: AACSB – need to start pulling data together for report
 1. Faculty Google Scholar stats – common date
 2. Faculty Research Impact Stats
 3. Faculty 5-Year CVs – clean ups needed through DM

- VI. Unit Updates
- a. AAC – Hurt – Suzanne is going to Dallas with Enactus group for competition next week; transfer day is Monday and Tuesday -- will need assistance enrolling these students at 11:00 both days in the lab; advisor from each major will be available to assist enrollees.
 - b. ACIS – Cummings – discussed SAP/ERP software and course fees for internal audit course; there are currently 2 good applicants for the accounting instructor/internal audit position
 - c. EF&B – Lal – no report
 - d. MGMKT – Murray – Kelce picnic will be May 1 in front of Kelce; will be hiring ½ time person for the fall
- VII. New Business
- VIII. Old Business
- a. P&T Document
 - b. Student Competitions
 - i. Kansas Entrepreneurship Challenge – Hosted by Kansas State; Sydney has one team signed up!
 - c. Targeted Conferences List & Faculty Travel
- IX. Adjourn – 10:00 am

Dates to Remember:

1. Kelce Awards Ceremony, April 6
2. Transfer CARES, April 16 and 17
3. Kelce Spring Picnic, May 1
4. Finals Week, May 7 – May 11
5. Kelce Commencement, May 12
6. KBOA Spring Meeting – May 14
7. Final Grades Due, May 14
8. **AACSB Reaffirmation Visit, October 14-16**