MINUTES
Kelce Leadership Team Meeting
9:00 a.m., October 29, 2019
Room #121

Present: Din Cortes, Paul Grimes, David Hogard, Steve Horner, Lynn Murray
ITS Guests Present: Jeff Burns, Luecrita Haraughty, Bill Holt, Tim Pearson

I.   ITS Updates – Angela and Team
    a.   Password Requirement Changes – Tim
        i.   Passwords for PSU will be changing from 7 to 12 characters. This change will be accomplished during the regularly cycled login change per user.
    b.   Multi-Factor Authentication (State of Kansas requirement) – Tim
        i.   Pitt State computer user will be granted access only after successfully presenting two or more pieces of evidence to an authentication mechanism. Plan is to have this change instituted Fall of 2020.
    c.   Moving Campus from the P: Drive to OneDrive – Luecrita
        i.   ITS will be moving PSU faculty/staff to OneDrive and away from the P: Drive.
        ii.   This move will allow for more space for storage, flexibility, freedom for users and savings for the university.
        iii. Implementation for this change is Fall 2020.
    d.   Pitt State Pathway System Project: Jeff and Luecrita
        i.   ITS is currently working on a late project request for General Ed requirements - implementation of the Pitt State Pathway System project.
        ii.   Currently working on the course schedule portion of the project – working with a team from Academic Affairs areas.
        iii. An email with demo video of the product will be pushed out to faculty and staff next week.
        iv.   This project includes the schedule and degree audit. A roadmap may be tacked on to this project. (New pieces are based on online PMBA development already in place).
        v.   Roll out of the new system will occur when Registrar's Office gives their approval of the project. Programming will be complete during the first part of 2020.

II.   PLC Updates
    a.   Full-meeting conference call with rpk Group (Katie and Lawrence)
        i.   Reviewed rpk slides as distributed.
            1.   Will compare performance metrics with competitors of Pitt State. This will be needed to identify programs of competitors/sister schools to see what Pitt State can do differently. Undergraduate and graduate performance will be reviewed
            2.   University's college structure is fairly similar with other schools in the region and on our competitor list.
            3.   Launching a new program – spent a lot of time talking about this.
                a.   Other schools have a more centralized program for launching new programs with more of a concerted, thoughtful process for marketing/launching programs.
            4.   PDSA process – request from Brian that Pitt State needs to implement a "Plan, Do, Study and Act" process for innovative decision-making.
                a.   KLT discussed continuing to follow our Strategic Plan/Mission

III.   3 Day Startup Debrief – Lynn Murray
      a.   Recap and what was learned
            i.   Had 27 sign up, but not all attended – 19 completed full program
            ii.   Had 4 great group ideas/pitches – watching the process was very interesting
            iii.   Dr. Murray will follow-up next week with participants
            iv.   Follow-up program for participants in July in Austin, TX
      b.   Ideas for future – intersession course
            i.   We would like to run this program as a class during the May/June intersession – 3 credit hours for one week of class
            ii.   Will try to offer this program as a course using tuition dollars to pay for the program.

IV.   Personnel Issues
      a.   Update on open faculty slots
            i.   CIS candidate scheduled for campus visit on Monday, 11/11/19 – KLT were asked to review the vita of the candidate
            ii.   Marketing position – committee will meet within the next week
      b.   Brandi's admin position – working on posting position – this week
      c.   Accounting – Polfer and Shewmake open positions – Jennifer Shewmake will be leaving at the end of the semester to take a job in industry. Dr. Horner will start the process of finding adjuncts to fill both of the positions in the spring.

V.   Data Analytics Proposal
      a.   Podium's syllabi for courses have been received – needs to be amended and formatted
      b.   Next steps? Who?
            i.   We will ask Podium to put the syllabi into our format
            ii.   David Hogard will take on the advising roll for the program with an EDC for taking on these duties.

VI.   Miscellaneous
      a.   Curriculum –
            i.   SAP program; annual fees, training travel, and course fees
                 1.   Course fees are not generating enough funding to cover the annual fees and travel for training purposes.
                 2.   Dr. Grimes will be meeting with IS faculty to discuss these issues.
                 3.   Solutions discussed:
                      a.   Charge fee on all CIS courses? Charge fee to all CIS majors?
                      b.   Dr. Grimes will recommend to IS faculty that we charge the fee to a broader base and potentially raise the fee.
                      c.   Faculty are interested in traveling to attend training on SAP and need to find a source of funds for this training.
            ii.   KCOG; Intro to Management course
                 1.   Dr. Baack attended this meeting regarding introductory management courses to meet articulation agreement for students transferring within Regents' system.
                 2.   Dr. Grimes and Dr. Baack met with the Registar. We may be able to be exempted from the articulation agreement because our upper-division Organizational Theory and Management class doesn't meet the learning goals for an lower-division Intro to Management course.
                 3.   Dr. Grimes will keep KLT posted on the progress of this proposal
      b.   Debbie Amershek to visit with KLT on 11/12 to discuss Goals and Annual Performance reports
      c.   Dean Grimes to speak at Wichita Gorilla Gathering on November 5th – will need to reschedule KLT

VII.   Updates
      a.   AACR – advising students this week and next; advisors are performing manual degree audits for most students
      b.   DOBE – will take a group of students to Lawrence on Nov 14 to a women's conference – no charge for students; discussed "Aspire" program; Marketing Association is working on a Halloween costume contest and with KVC on getting Christmas gifts for kids program

c. KGSB – AP team is on-campus now – OSC Ballroom is reserved for AP meetings and photo shoots of students – 10 students graduating from the Professional MBA program this semester; 21 students will be graduating from the traditional MBA program; will plan a reception of those graduating from the PMBA program this year

d. KUSB – personnel – working on filling the two accounting open positions, CIS position and Marketing position; Dr. Horner will be gone during the week of November 11 to an AACSB conference; schedules – working on SU 2020 budget and schedules for summer and fall

VIII. New Business - none

IX. Old Business - none

X. Adjourn – 10:40 am

Fall Dates to Remember:

1. Final Day to Drop Class – November 4
2. Thanksgiving Break – November 27-29
3. Final Exams – December 9-13
4. Commencement – December 13