

MINUTES

Kelce Leadership Team

2:15 p.m., September 30, 2020 – Kelce #121

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

- I. Administrative Issues
 - a. COVID-19 Issues
 - i. Status quo – nothing new to report – latest numbers are down from last week
 - b. University Budget
 - i. No updates – state revenues slightly ahead of forecast / FY22 remains a major concern
 - c. Planning for Spring Semester
 - i. Spring Calendar – reported to Howard that we are mostly indifferent with slight preference for ending semester early as opposed to starting late
 - ii. President's Council will make final call on spring semester calendar
 - d. Travel Funds – per unit contract agreement, faculty will have choice to take \$420 cash EDC or spend \$500 for travel or PD activity during FY21. Faculty will be asked to decide soon – cash paid in February. To avoid potential for “double dipping”:
 - i. If faculty chooses cash payment – **no travel funds will be provided from other sources**
 - ii. If faculty wants to travel, **must** use OST funds first (1105.1120198)
 - iii. Foundation is **not** providing travel funds normally distributed by Faculty Affairs Committee – units will need to supplement OST from their local sources (412U.F1100105)
 - iv. After other funds are used, Kelce will provide \$500 per faculty member from the Kelce Endowment account (432U.F1120108)
 - e. Provost funds for student organization travel to competitions and for presentations at conferences and events – instead of central decisions, \$1,500 will be distributed to colleges this year for allocation to college student organizations; need to determine demand for funds and process for allocations
 - f. Student Personal Computers – in response to many calls from parents, Provost wants a set of minimum specifications for personal computers; college recommendation by 10/09
 - i. Will ask all faculty/tech support personnel for input
 - g. Student employees can stay on payroll after in person classes end at Thanksgiving if we have jobs for them to do
- II. Students
 - a. Computer Lab Hours – lab will now be closed on Friday afternoons / faculty will still be able to reserve lab on Friday afternoons if needed
 - b. Next up is advisement period for Spring '21 pre-enrollment
 - i. Class schedule will be posted tomorrow
 - ii. David Hogard reports that advising appointments begin next week in his office; enrollment begins October 27
 - iii. Change in college policy approved by the Curriculum Committee: Students not yet admitted to Kelce can now enroll in 300-level courses but still prohibited from 400-level and above courses until formal admission to college
 - c. Graduation – Dr. Cortes hasn't received any updates
- III. Faculty
 - a. Retirements
 - i. Bracker position – review CV of potential replacement; Howard approves reaching out to determine interest and willingness to consider given our constraints
 1. Very viable candidate; Pitt State alum; salary concerns
 - b. Sabbaticals – two applications for academic year 21-22 – Fang Lin, Din Cortes

- IV. Curriculum
 - a. MKT courses and modification to Bus Admin minor being considered – MKT courses in first preliminary reading, but already approved by Kelce Curriculum Committee and ready for the Dean’s approval; Bus Admin minor to be uploaded for approvals in October
 - b. Low enrollment programs flagged by KBOR – Economics and International Business
 - i. Dean will prepare a briefing on each for Howard – presentation later this semester to KBOR
 - c. David wants to reopen discussion of Old Business b.ii. below – Business Education
 - i. David will schedule meeting with Jean Dockers in the College of Ed

- V. AACSB Accreditation
 - a. Rolling out a new “myAccreditation” platform for use with 2020 standards – this will be a repository to upload documents including the CIR
 - i. Will be linked with Data Direct information / automatically populate some required info
 - ii. Revisions to data collection via 3 major surveys – BSQ overhauled with new time table
 - 1. Our survey response data needs to be completely accurate because it populates information that will be evaluated for accreditation
 - b. Small School Data Direct Program – October 13th – Dr. Horner & Dr. Cortes will be participating virtually
 - c. Upcoming webinars on new 2020 standards – first three Thursdays in November – not posted yet

- VI. Updates
 - a. AACR – David Hogard – see above / no additional report
 - b. DOBE – Lynn Murray – working on new marketing emphasis curriculum for MBA program
 - c. KGSB – Din Cortes – Golf tournament on Monday – enlisted 5 graduate students to assist; self-study for MPAcc has been submitted to Nora Hattan; first MBAA meeting tomorrow
 - d. KUSB – Steve Horner – hiring adjuncts for spring semester
 - e. ADMIN – Mimi Morrison – no report

- VII. Old Business: Retreat Items – Curriculum and Degree Options
 - a. Actions Underway
 - i. ~~International Business Task Force – Report Received~~
 - ii. ~~Professional Sales Certificate and Sales Center~~
 - iii. Data Analytics Certificate – Postponed
 - b. potential New Programs
 - i. Entrepreneurship and Small Business – consider starting as certificate
 - ii. Business Education – will meet with COE at future date
 - iii. General Business – Dr. Grimes to prepare white paper / proposal

- VIII. Adjourn – 3:22 pm

Dates to Remember:

1. Annual Kelce Golf Tournament – October 5
2. Mid-Semester Grades Due – October 12
3. Homecoming – October 17
4. Fall Career Expo (Virtual) – October 22
5. Final Day to Drop Class – November 2
6. Commencement – November 20
7. Thanksgiving Break Begins – November 21
8. Last Day to Withdraw – November 25
9. Final Exams – December 7-11
10. Grades Due – December 14