

### MINUTES

Kelce Leadership Team

2:15 p.m., October 28, 2020 – Kelce #121

continued on 10/29/20 at 10:45 am

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

- I. Zoom meeting with Silas Bower, Academic Partnerships
  - a. Update on PMBA program
    - i. Managing Director for Corporate Partnerships – Silas Bower presented semi-annual partner recap of PMBA program through Academic Partnerships
      - 1. Enrollment summary graphs/charts – getting close to 300 students enrolled in PMBA program– shows a very strong portfolio for the Pitt State program
      - 2. Discussed differences between the Emporia State AP program and the Pitt State AP program and resources available
      - 3. Marketing perspectives – organic, digital, field sales, traditional areas
      - 4. Landing Page/Partner Site Performance: Jan-Aug 2020
  - b. Future options
    - i. Expanding potential portfolio to add marketing, construction management/project management, healthcare administration options
    - ii. Testimonials, faculty profiles, crosslinking, alumni email campaign
- II. Administrative
  - a. COVID-19 Issues
    - i. Status quo – no significant changes (campus numbers up just slightly)
    - ii. New CDC guidelines issued – not yet adopted by Kansas
    - iii. Local K-12 schools not quarantining due to classroom contacts only
  - b. Campus after commencement – Provost wants local needs to prevail
    - i. Office staffing and student workers – hours and in-office staffing needs will be determined
    - ii. Building Hours – not yet determined
  - c. Inclement weather – will follow normal procedures if “snow days” are needed (will not just move everything online with only overnight notice)
  - d. Strategic Planning – university current plan ends in '22. Provost wants 18-24 months of “closeout and overlap” with a new plan; considering a flex year or maybe end early; leadership issues; starting with an update of current status of all items
  - e. Graduate School Awards Program – specific awards for grad assistants and others coming back to the colleges – will need to incorporate into our spring program – Provost office working on awards that will need to be presented by colleges
  - f. Summer Hiring Procedures – what is currently on file is out of date; need to revise and include recognition of Continuing Faculty in the process – will continue discussions
  - g. Review spring schedule – classroom usage – 121 Kelce is being used for only 1 class in the spring – Dr. Horner will check to see if that class can be moved to a different room
  - h. New revised overload form for approval – fillable form will be distributed to faculty and put on web page

Meeting dismissed at 3:45 p.m.

Meeting reconvened at 10:45 a.m. on 10/29/20 in 121 Kelce

- III. Budget Issues
  - a. Major concerns for FY22
    - i. Provost wants to begin strategic discussions for cutbacks NOW.
    - ii. How to begin? Request has been made to generate updated data on programs following the RPK protocols (that data is now 2 to 3 years old)
    - iii. What creative ideas can we implement in Kelce?
      - 1. Discussion on ideas that could be implemented for Kelce. Could mean significant changes for the college.
      - 2. KLT were asked to continue to think about this issue. Discussions will continue.
- IV. Curriculum
  - a. Do we want to proceed given budget concerns? – discussion – both programs could be implemented quickly with no new resources (only time reallocation)
    - i. Business Education – would need to be a joint proposal between KCOB and COE
    - ii. Applied Business Administration – pitch as offering as an undergrad degree program
    - iii. MBA Concentrations within PMBA (healthcare, construction management, marketing)
- V. Faculty
  - a. Sabbaticals – Deans have approved applications (only 5 from across campus) and recommended that the Provost grant each of them
- VI. AACSB Accreditation
  - a. Upcoming webinars on new 2020 standards – first three Thursdays in November on our calendars in 210 Kelce – KLT will watch as a group
  - b. Need to start planning
    - i. Vision/Mission Statement revisions
    - ii. Strategic Plan – update progress on action items
    - iii. Faculty Qualifications – revise in response to review and update to meet new standards
    - iv. Journal Quality – new standards suggest we need a statement (incorporate into our Research Vision document?)
    - v. Participating Faculty sufficiency – consider creation of an Advisory Committee of Adjunct Lecturers to provide input to Faculty Chair and KLT – Dean Grimes will work up proposal for addition to the College Bylaws
    - vi. Social Responsibility Standard added – discussed how contributions from faculty, courses, and student organizations need to be documented for AACSB
- VII. Miscellaneous
  - a. Holiday gift for faculty and staff? Will proceed with ordering 100 in red with white printing
  - b. Discussion on KBOA Zoom meeting to be held next Friday, Nov. 6th
- VIII. Updates
  - a. AACR – David Hogard – advising for 21SP - have made some room changes to allow students in courses
  - b. DOBE – Lynn Murray - Student Retention committee is meeting next week; there have been problems with finding faculty to meet with prospective students this semester; might try to have virtual prospective student visits; hosting a Women In Business luncheon next semester if allowed; December - presentation to National Guard on basic financial planning; 3-Day Start Up – cannot schedule until '21 when we know for sure when intersession courses can begin
  - c. KGSB – Din Cortes – working with ITS on PMBA admissions app – not sure we need to require all of the documentation that is being asked for on the app
  - d. KUSB – Steve Horner – working on summer schedule; GA appointments – one working remotely starting in December
  - e. ADMIN – Mimi Morrison – will host celebrations in individual offices for student employees/graduate assistants who are graduating
- IX. Adjourn – 12:15 p.m.

**Dates to Remember:**

1. Final Day to Drop Class – November 2
2. Commencement – November 20 and 21
3. Thanksgiving Break Begins – November 21
4. Last Day to Withdraw – November 25
5. Final Exams – December 7-11
6. Grades Due – December 14