

MINUTES

Kelce Leadership Team

1:30 p.m., April 28, 2020 – Online Teams Meeting

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

I. Administrative Issues

a. Planning for Fall Semester

i. Provost considering organizing planning efforts for Fall

1. Planning for the Fall semester will be a high priority task for everyone
2. PSU is putting teams/task forces together to start planning processes to begin thinking of alternative scenarios for the Fall.

ii. Uncertainty of situation – how to manage different scenarios? Teams will be set up by the Provost:

1. Group 1 – Academic Group – determining how to conduct classes, and all academic functions/processes
2. Group 2 – Student Life Group – all aspects concerning student experiences
3. Group 3 – Budget Group – working on finances and recovery from the current situation
4. A determination has been made to create planning teams within each of the colleges. Each college will be charged with forming groups to determine how to get things up and going when classes resume on campus.

a. Kelce Planning Group – composition and charge.

- i. Discussion followed on list of academic concerns that Dr. Grimes shared with the group that was created by the College of Arts and Sciences.
- ii. Every program needs to be considered equally. Planning group for Kelce will include:
 1. Program Coordinators
 2. Dr. Murray will be Chair
 3. Dr. Horner and Dr. Cortes will serve as Associate Dean representatives for KUSB and KGSB
- iii. Dr. Grimes will prepare and send a memo appointing and charging the Kelce planning team.

b. Budget Uncertainties – state/federal/tuition all unknown

- i. The Kansas Governor will announce modifications to stay at home orders on Thursday.
- ii. Discussions have occurred that the Kansas legislature may adjourn and let the Governor take the lead on budgets and other items for the remainder of the fiscal year.
- iii. Federal dollars – there are questions about where these resources should go
- iv. Larger KBOR institutions will be asking for no increase in tuition for the upcoming academic year. This could leave smaller schools like Pitt State with funding problems. All funding decisions will become dependent on enrollment.

c. Student/Parent complaints to the Provost

- i. There has been one very vocal parent who's talked to the Provost about problems that her son and 2 roommates are having with their on-line courses, etc.

d. KNEA met with VP Doug Ball yesterday – went over budget situation; tremendous uncertainty

II. Personnel Issues

- a. Full-Time Temporary faculty reappointments for Fall – cannot do temporary appointments until all SU 20 appointments are complete

- b. Adjunct appointments for Fall – pay rate will stay at \$2,400 for one class for all part-time faculty next academic year
- c. Faculty appointment letters for next year going out – electronic and will *not* require signatures

III. End-of-Term Issues

- a. Dead Week and Finals Week – guidelines sent to faculty; no feedback – will proceed with guidelines as disseminated to faculty last week
- b. Faculty Awards – how to recognize? If stay-at-home orders are relaxed, we may still be able to recognize faculty with awards this semester. Discussed how to make presentations – could proceed with giving them their checks now and presenting their awards at a later date. Will discuss at next KLT meeting.
- b. General Faculty Meeting or alternative?
 - 1. Discussed the need to have a general faculty meeting before the end of the semester.
 - 2. Alternative for Dr. Grimes could be to have Zoom meetings with each individual faculty member so that he can touch base with faculty on issues they may be having.

IV. Miscellaneous

- a. Data Analytics Certificate – undergrad version currently at Faculty Senate’s virtual meeting; lots of discussion and confusion – bringing AP into the mix; Doug reports we still do not have a Podium contract. First courses are to begin this summer.
- b. AACSB – “written consent” vote on standards now open; Dean Grimes cast our vote in favor of the new proposed standards.
- c. Academic Partnerships – Dean Grimes met with our contact Silas Bowler last week to discuss marketing.
 - i. AP is concerned about declining enrollments in all of their programs.
 - ii. Dr. Grimes encouraged them to do more than a Search Optimization marketing.
 - iii. A library of recruiting materials will be built to include videos, articles quoting faculty, etc. This should put the program higher on the Google search list.
 - iv. AP is open to continuing to help with advertising in the Chiefs and Royals programs.
- d. City Commission to consider renewal of financial support for Micropolitan Report (\$25K) ; Drs. Davidsson and Grimes to attend meeting this evening with the City Commission.

V. Updates

- a. AACR – David Hogard –
 - i. Transfer students would like to continue in the pathway program, which means they must take gateway courses. Decision was made to proceed with putting these students into the program.
 - ii. He is getting a lot of questions about the P/F option for this semester. A statement will be issued by Dr. Horner and Mr. Hogard to Kelce faculty regarding all nuances on grading for all programs. Faculty to communicate this information with their advisees.
- b. DOBE – Lynn Murray
 - i. Kelce will be hosting a virtual Kelce picnic next Tuesday. Pictures of individuals picnicking will be posted on social media.
 - ii. Dr. Murray’s student employees are continuing to make recruiting calls and sending post cards.
 - iii. Professional Sales Certificate draft was forwarded to Dr. Grimes for review by ALC.
- c. KGSB – Din Cortes
 - i. Applications are coming in for both the MBA and PMBA programs and courses are filling up for summer
 - ii. He is working on making admission requirement changes with approval of the graduate office dean which has helped expedite pending applications.
 - iii. They are also working on problems with international student applications from the web page.
 - iv. Pitt State Strategic Visioning Committee work is on-going with Dr. Cortes as our representative

- d. KUSB – Steve Horner
 - i. He is meeting individually with faculty on Zoom to discuss faculty qualifications and other issues they may have.
 - ii. He is dealing with some student issues – special permissions, overrides, etc.
- VI. 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 – See above
 - 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
- VII. Adjourn – 2:50 pm

Dates to Remember:

1. Dead Week – May 4 through May 8
2. Final Exam Week – May 11 through May 15
- ~~3. KCOB Commencement – May 16~~
4. Summer I Session Begins – June 1
5. Summer II Session Begins – June 29
6. Holiday - No Classes – July 3