

MINUTES

Kelce Leadership Team

2:00 p.m., May 13, 2020 – Online Teams Meeting

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

- I. Administrative Issues
 - a. Transition back to campus
 - i. Plastic panels for admin stations and public-facing desks – 15-16 requested for Kelce
 - ii. Pitt State masks – to be distributed to units via post-office/package pick-up starting next week
 - iii. Additional online training for instructors – PD stipends to be paid using travel funds
 1. Discussed additional formalized training to be offered to instructors for modifying courses to on-line format in the fall.
 2. Stipends will be paid to faculty who participate. Travel fund accounts will be used to pay stipends as little to no travel will likely be approved in the fall.
 - iv. Financial Aid Office needs to bring folks back early for processing new admits
 1. All students who have completed a FAFSA for this semester will receive shares of appropriated federal funds for this semester. Distribution is to be based on need.
 2. Other students may qualify if they have financial need and complete the required paperwork.
 - v. Student employees – spring pay ends on Friday
 - vi. Buildings to remain locked until further notice
 1. The next phase for the State of Kansas is supposed to begin this coming Monday, May 18. Coronavirus #'s are not looking good, so re-opening of offices/businesses may not happen.
 - b. Planning for Fall Semester
 - i. Working Groups started work last week
 1. Dr. Grimes has been attending the budget task force meetings. There is much uncertainty in both state appropriations and tuition revenue.
 2. Academic Affairs task force is working on a course inventory for the fall to identify which classes could be offered in modified formats.
 - a. Dr. Murray is leading the college task force and stated that none of the KCOB classes would have problems rolling over to on-line/hybrid.
 - b. The task force has also worked on Identifying methods for social distancing in face-to-face courses: offer hybrid courses and splitting up large classes. These decisions will ultimately be made by faculty teaching these courses depending on the public safety rules in place at the time. Cameras could be needed in classrooms to set up streaming lectures.
 - c. Other issues to look at – congested hallways; entrances to buildings; management of graduate assistants.
 - ii. Kelce Task Force – will have inventory completed for provost by next Tuesday
 - c. Budget Uncertainties – directive is to spend only on essentials
 - d. Miscellaneous – study of buildings to determine safest spots during wind storms
 - i. Consultancy group will be touring all buildings to determine what areas can be determined to be safe spots.
- II. End-of-Term
 - a. Finals Week – grades due next Monday, May 18th. If students opt for Pass/Fail grades this semester, these won't be entered until after Finals week.
 - b. Feedback from Monday's email to faculty? No substantive feedback was received

- III. Miscellaneous
- a. Data Analytics – courses did pass FS, but the undergraduate certificate did not pass out of committee; with no contract, what are next steps?
 - i. Concerns are that Pitt State Undergraduate Curriculum Committee, made up of 4-5 faculty, held back this legislation so it couldn't move on to Faculty Senate. Certificate will not be allowed to be an option for fall.
 - b. JCUAB – met yesterday, with Dr. Grimes attending
 - i. There are continuing issues with parking in the downtown area at Block 22.
 - ii. The city's budget issues are standing in the way of repairing the cross walks at Joplin and Cleveland (between Grubbs and the library).
 - iii. SBDC has been doing lots of work with small firms seeking federal support dollars - pay check protection loans.
 - iv. City and County Visitors Bureau are getting ready to put out an RFP for conduct a feasibility study for a convention center development in Pittsburg.
 - v. CBD processing facility is interested in moving into the Pittsburg Industrial park.
 - vi. Memorial Auditorium employees have all been furloughed (except the Director).
- IV. Updates
- a. AACR – David Hogard
 - i. Still working in the Kelce building, with student employees assisting.
 - ii. There have been numerous students not showing up for their Zoom advising meetings.
 - iii. Working on Vid-Grid video for CARES. First CARES Zoom session will be in a couple of weeks.
 - b. DOBE – Lynn Murray
 - i. Sales Center Certificate proposal is in process. Should be forwarded on to the Provost early next week.
 - c. KGSB – Din Cortes
 - i. Program Review meeting for MBA and MPAcc was last week. Kelce was well represented.
 - ii. There are only 2-3 MPAcc students graduating this semester. Marketing efforts for this program need to be increased.
 - iii. Working on new University Catalog copy along with Dr. Horner and Mr. Hogard.
 - iv. Dual degree program with LaRochelle – thinking of offering their classes on-line. Pitt State MBA students could easily enter the program and obtain a dual degree.
 - 1. Two LaRochelle students are currently taking courses here. Program requirement to complete an internship have temporarily changed to a project/paper due to travel restrictions.
 - d. KUSB – Steve Horner
 - i. Working on Catalog Copy for KUSB. Need to add information for the Sales Certificate.
 - ii. Dr. O'Bryan has asked to be relieved of his program coordinator duties for the Accounting program.
- V. 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 a certificate
 - ii. Business Education – will meet with COE at future date
 - iii. General Business – Dr. Grimes to prepare white paper / proposal
- VI. Adjourn 3:10 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