

**Dean's Briefing**  
Kelce Leadership Team  
March 17, 2021

- I. Administrative
  - a. COVID-19 Issues
    - i. New Fed stimulus funds may result in as much as \$14.6M to Pitt State – likely that most will be earmarked for specific uses – scholarships highest priority for us
    - ii. Will consider review of occupancy limits as vaccines roll out; will monitor over time
    - iii. Vaccines to be available to student workers; priority to high traffic & close contact situations
    - iv. 2<sup>nd</sup> dose vaccines for faculty/staff scheduled for April 8<sup>th</sup>
    - v. Continue monitoring fall modalities; will not make a premature announcement of “normalcy”
  - b. President Scott testified in legislative budget hearings; some of governor’s cut put back into our budget
  - c. Continuity of operations – asking units to identify priorities and ensure safety of record keeping – backups and accessibility of essential information
  - d. Unit administration – Provost will schedule training for chairs and potential chairs; wants to address serious succession issues across campus
  - e. Audit reminders concerning bidding, invoices, and food for human consumption
- II. Non-tenure Earning Faculty – HR is (finally) rolling out the reset of titles for non-tenure earning faculty
  - a. Ranks to recognize professional progression – will start with next contract year
    - i. Assistant Instructional Professor / Associate Instructional Professor / Instructional Professor
    - ii. Minimum of 5 years of meritorious service before advancements
    - iii. No salary adjustments budgeted at this time
- III. Building Renovation Project
  - a. CIS faculty consulted on layout for mediated room; decision to be “pod” layout instead of traditional rows – will provide most flexibility
  - b. Kristina met with student focus group about food options for coffee shop – good feedback
- IV. Scholarships and Awards Recognition Program – April 9<sup>th</sup> – schedule determined and letters going out
- V. KBOA video meeting date set for April 16<sup>th</sup>
  - a. Strategic planning proposal
  - b. Business Studies degree proposal
- VI. Updates
  - a. AACR – advising underway
  - b. DOBE – need faculty volunteers for campus visits
  - c. KGSB – ads for PMBA being placed in Royals programs with special URL
  - d. KUSB – setting up annual appraisal meetings; start search process for CIS instructor
  - e. ADMIN – preparations for Awards Recognition Day
- VII. On-going Business: AACSB Accreditation
  - a. Initiate planning:
    - i. Faculty Qualifications – revise in response to review and update to meet new standards
    - ii. Journal Quality – incorporate statement into our Research Vision document
  - b. Schedule retreat to consider:
    - i. Vision/Mission Statement revisions
    - ii. Strategic Plan – update progress on action items / next steps

**Dates to Remember:**

1. Pre-enrollment Begins – April 4
2. Last Day to Drop – April 5
3. Kelce Scholarships & Awards Day – April 9
4. Transfer CARES – April 12 and 13
5. KBOA Virtual Meeting – April 16
6. Last Day to Withdraw – April 29
7. Commencement – April 30 and May 1
8. Finals Week – May 3 through May 7
9. Spring Break Week – May 10 through May 14
10. Grades Due – May 17