



KELCE  
COLLEGE OF BUSINESS  
Pittsburg State University

**MINUTES**

Kelce Leadership Team

April 19, 2022

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

Absent: Chelsey Decker (maternity leave)

- I. Administrative
  - a. COVID Issues
    1. Status quo – keeping an eye on the numbers
    2. Have been asked by faculty if we can remove plexiglass on classroom podiums – will leave up until end of semester and then take down for storage if no further outbreaks
  - b. KBOR and Governance
    1. Business Studies BBA on tomorrow's KBOR consent agenda – Provost asks that someone be available to answer questions – Dr. Grimes won't be available for full meeting – Dr. Murray will cover after Dr. Grimes leaves at 2 p.m.
  - c. Campus
    1. Agreement reached with KNEA on salary for next year – 4.75% increase for faculty plus adjustment pool; will have to make budget cuts to pay for increase
  - d. College
    1. Items for communication to faculty: (1) bids on renovation to be opened next week, (2) attendance at spring commencement, (3) removing plexiglass in classrooms, (4) update on administrative position descriptions, (5) end of semester meeting, (6) Kelce picnic, (7) MBA reception, (8) update on faculty searches, (9) possibility of centralized advising – must be approved by Provost first
    2. Spring Commencement, May 13<sup>th</sup> at 5:00 p.m. – keep reminding faculty their attendance is expected
    3. KBOA Meeting set for April 29<sup>th</sup> at Noon – invited President to attend; Women@Work presentation (Carmen Kent); update on building; Business Studies degree; PBL competition (student leaders) – Mall Deli for lunch
    4. Graduate Assistant Awards – certificates will be distributed to all Kelce GA's on 05/09 with faculty award presentations before the Kelce College meeting
    5. Faculty Research Award approved by Dr. Smith and VP Flannery
    6. Dr. Grimes to be out for AACSB's ICAM next Monday and Tuesday – KLT might meet after Dr. Grimes returns but before KBOA meeting on Friday
- II. University Budget
  - a. Significant shortfall expected, see handout; possible 1 to 3-million-dollar deficit; multiple variable in play
  - b. Discussion of alternatives – open searches and lapsed salary pools could be swept
- III. Kelce Faculty Searches – updates
  1. International Business – Completed (Khan hired)
  2. Management – Young's visa process underway; appointment letter has been signed
  3. CIS – two offers turned down after campus visits; looking at next campus visit(s) soon
  4. Accounting – position posted and advertised; update – 4 applicants; committee will meet on Tuesday
  5. Finance (2) – first candidate on campus today; update on second – still working with 2 candidates; Zoom interviewed 6 total applicants; will decide Friday which other candidate will come to campus next
  6. Marketing – Lunde's resignation; search needs to start soon
- IV. Curriculum
  1. Business Studies program listing in University Catalog
  2. Marketing Emphasis for MBA – approved by Graduate Council – Lynn checking to see if it can go in the next catalog
  3. Paul/Din/Chelsey visiting with Paula Baker tomorrow about Health Care Administration MBA emphasis

- V. College Administrative Structure
  - 1. Position descriptions and organizational chart turned in to Provost for review and approval
- VI. AACSB Accreditation – ongoing
  - 1. Recommendations for CIR Visitation Team – nominations uploaded to myAccreditation site; Dr. Grimes will try to meet potential visiting team candidates at ICAM
  - 2. Issues with data in Faculty Success; still unresolved; the dean will need to follow up
  - 3. Risk Assessment – next steps; mitigation plans; arrange meeting of full Strategic Planning Committee
  - 4. Societal Impact – next steps; refinement of statement concerning “economic growth and development”; review report submitted prior to break
- VII. Updates
  - a. DOBE – Murray - working on Finance search; working on Kelce Connection; discussed having a Marketing Outstanding Student Award like the Finance Student award
  - b. KUSB – Horner - working on faculty qualifications for AACSB for 2018-this year; MFT scores are in and working on analysis
  - c. KGSB – Dr. Cortes back home- excellent sabbatical – Uzbekistan really wants to work with PSU on agreement and agreed with 2+2+1 program; working toward a USAID grant which would give students scholarships to PSU for their degrees; teaching in France went really well – schools are interested in faculty exchanges. Chelsey sent update on international webinars and MBA applications for Fall
  - d. AACR – Hogard - advising students for summer and fall; Transfer Cares this week;
  - e. ADMIN – Mimi – scholarships to re-award and high school students who haven’t responded; will prepare certificate for GA’s; hiring 2 students for fall – Kara and Kyle graduating
- VIII. Old Business
- IX. Adjourn 10:30 am

**Spring Dates to Remember:**

- 1. Last Day to Withdraw – April 28
- 2. Kelce Picnic – May 3
- 3. Kelce Faculty Awards Reception & Meeting – May 9
- 4. Finals Week – May 9 through May 13
- 5. Commencement – May 13 (Friday)
- 6. Grades Due – May 18
- 7. Summer Sessions Begin – June 6

**DRAFT as of early April; all numbers subject to change**

Expense Budget Gap from FY22

(amounts in thousands)	Passed by Legislature	Add remaining Base Increase	
Expense Budget Gap from FY22	\$ (1,200)	\$ (1,200)	temporary savings covers FY22; action required for FY23
Tuition below Budget FY22	\$ (1,200)	\$ (1,200)	Enrollment decline in Fall 2021; need to confirm with final Spring tuition
Estimated Cost Increases			
Benefits, Insurance, Utilities	\$ (500)	\$ (500)	
Salary Increases	5% \$ (2,500)	5% \$ (2,500)	General Use portion only
Faculty Promotions	\$ (75)	\$ (75)	estimate
SIS - Financial Aid	\$ (160)	\$ (180)	
Tuition Rate Changes	0% \$ -	0% \$ -	Each 1% is \$300k
Enrollment impact to Tuition	\$ -	\$ -	Down \$2M this year, \$1M to \$1.5M in recent years
State Funding Changes: Base Funding	\$ 1,100	\$ 2,100	\$45.7M, split to be determined by Board (estimate)
- Raise Funding	\$ 1,250	\$ 1,250	
Deferred Maintenance	\$ -	\$ -	\$25M one time to system - would fund specific maint projects (PSU about \$1.8M)
	\$ -	\$ -	KBOR requirement adds \$6 to \$7 million over 6 years
<b>Total Gap to Solve</b>	<b>\$ (3,285)</b>	<b>\$ (2,305)</b>	<b>Remaining gap will require expense reductions (with flat enrollment)</b>
If Enrollment is down \$1M	\$ (4,285)	\$ (3,305)	Including \$1M of enrollment driven Tuition decline
Other Items not included:			Continue Marketing/Admissions/Scholarship incremental spend
			Raise impact on fee funded / restricted use functions
			Ongoing COVID impacts
Proportional Spread:			
Academic Affairs	\$ (2,126)	\$ (1,492)	
Admin & Finance	\$ (421)	\$ (296)	
Advancement	\$ (70)	\$ (49)	
Student Life	\$ (248)	\$ (174)	
President	\$ (419)	\$ (294)	
	<b>\$ (3,285)</b>	<b>\$ (2,305)</b>	