



KELCE
COLLEGE OF BUSINESS
Pittsburg State University

MINUTES

Kelce Leadership Team
October 19, 2022

Present: Alex Binder, Din Cortes, Chelsey Decker (Zoom), Paul Grimes, David Hogard, Lynn Murray

- I. Administrative
 - a. COVID – Status quo
 - b. Campus
 1. Planning for centralized advising center continues; planned rollout for preregistration period in Spring '23
 - a. Discussed proposed organizational structure – unclear as to what happens in Kelce
 - b. Plan to hire 16 bachelor's level advisors across campus
 - c. Will respond when we know more
 2. Due to holiday calendar, final grades will be due Tuesday after commencement instead of Wednesday
 - a. Need to get this info out to faculty about moving up a day (Dr. Murray & Dr. Binder)
 - b. Working on final calendar for holiday break – modified schedule for campus during this time
 3. KBOR Gen Ed mandate – as starting point, Melinda working on compiling lists of Pitt State courses that fall into the broad buckets defined by new policy
 - a. Process will be defined as soon as Melinda get this work completed
 4. Associates Degree Proposal – Howard met with Fort Scott counterpart to open discussions on process and policy for a dual-branded degree for Pitt State students fulfilling FSCC's required program of study hours
 - a. Will need to discuss if and how to make Associate Degrees retroactive for past students
 5. Faculty Senate passed policy to allow early enrollment for Student Employees, SGA Executive Council, and Student Athletes – will enroll according to class standing plus 30 hours added; example, a freshman work study student will now enroll with sophomores – not sure when this will take effect
 6. Considering changes to Apple Day celebrations – discontinue campus-wide ceremony and spread current awards and honors to other events throughout the academic year
 - a. Participation has dwindled; looking at other ways to celebrate and make award presentations
 7. Considering the formation of a Student Emergency Fund to make loans to needy student facing major emergencies; would be Foundation funded
 8. ADA audit to be undertaken across campus this year – focus on physical accessibility to buildings, classrooms, labs, etc. There are 2 students attending who are seeing impaired this semester – one is a business student. David has been working with the student to provide accessibility.
 9. Communications – faculty anxiety about Emporia State - we are NOT in same situation
 - a. Administration has been communicating very openly that we aren't in the same situation as ESU
 - b. KLT asked to communicate with faculty that we are not in eminent danger of losing positions
 - c. College
 1. Building project; Plan B meetings continue with architects – currently working of determining space needs for Kelce plus other potential occupants that may move to downtown center; classroom sizes and numbers to be based on enrollment at time of Plan A (explicitly assume we will recover lost enrollments)
 - a. Dr. Grimes has been working with group to continue with Plan B
 - b. Want to build enough capacity to get back to where we were at highest enrollment; will use Plan A enrollment levels to determine needs/capacities
 2. Faculty Absences; notification issues with faculty missing multiple class meetings due to travel obligations representing university but paid by third-parties; policy and process questions (see handout)
 - a. There is no policy in place for faculty to report when they will be absent from the office/classes
 - b. Discussed reinstating Faculty Absence Report; need accountability and clarification of faculty with regard to office hours and class responsibilities
 - i. Dr. Binder is working on setting guidelines for faculty with input from program coordinators
 - ii. Dr. Binder will review Faculty Absence report and make needed modifications - will bring back to the next meeting for discussion

3. Misunderstandings about campus Dead Week policy; some faculty not meeting classes – faculty need to know that classes still meet during Dead Week; consistency is required. Everyone is required to give a final exam as well.

II. Presidential Transition Council

a. Debrief TAC meetings – Chelsey and Paul

- i. The meeting this week was more productive than previous meetings – no time for discussion because speakers ran long
- ii. There are still questions about what will happen with Honors College
- iii. International programs talk by Aaron Hurt was very informative

III. KBOA Meeting – this Friday, October 21st

a. Review and approve agenda

- i. Group picture before meeting/lunch begins
- ii. Drs. Shipp & Smith will lead discussion on building project pivot to Plan B
- iii. Nov. 5-7 accreditation visit in 2023
- iv. New chair appointed for our accreditation team – Robin Sronce from Southern Arkansas
- v. Murray and Binder – talk about professional certificates/badges
- iv. Engagement Reporting form has not been fully utilized (only 1 response); will include link on agenda

IV. AACSB Accreditation

- a. CIR Visitation Team – Dean Grimes will arrange video meeting with team before end of Fall semester; Chair Robin Sronce emailed that she is open to visiting campus in the Spring – what is best date?
 - i. Dr. Grimes will talk with her about the best time for her to come/ best mode of transportation
- b. Visit date, November 5-7, 2023 communicated to central administration
- c. Risk Assessment – next steps; mitigation plans; arrange meeting of full Strategic Planning Committee
- d. Societal Impact – next steps; refinement of statement concerning “economic growth and development”

V. Updates

- a. ADGSB – Din Cortes - met with AP about course carousel which now includes Marketing emphasis – next step is to get carousel to Registrar to add to course scheduler; submitted 2 surveys for the Wichita Business Journal this week; currently have 70 active students in traditional MBA and 298 in the PMBA; working on AACSB salary survey; faculty are collecting information for AOL processes for HLC and will also have access to MFT results; Dr. Cortes will be out next Thursday and Friday (27th & 28th) to a conference
- b. ADMIN – Mimi – no report
- c. ADUSB – Lynn Murray - Faculty search – went very well and offered candidate the position – in negotiation stages; Coursera - working with Dr. Binder and have GA’s gathering data; BGS ceremony this year will be directed by Dr. Murray and Dr. Binder – Dr. Shipp will be asked to be honoree; MFT will be turned over to the assessment committee; Capstone dinner is Thursday of Dead Week; W@W is working on projects with other women focused groups on campus – participating with Alana Muller event – going to Topeka for KS COC business day; PSU is hosting SEK College Fair on Nov. 1 – KCOB will participate; Nov. 3 – going to Neosho for a recruiting fair
- d. DAACR – David Hogard – advising for 23SP semester – will set up an after-hours advising time for Thursday, Nov. 3
- e. DGBP – Chelsey Decker – International Webinar this morning – only had 4 of 9 attend; currently advising MBA students; PMBA 2nd session started Monday; gave MAT training in CTLT yesterday – 9 attendees total; invitations to be sent out for graduation reception on 12/16; Chelsey will prepare power point presentation for the graduation reception; 2 GA positions open in the Spring (Eian & Zach) – hope to redistribute faculty load for all GA’s; 13 GA openings for 23WF; GA positions for both semesters will be posted soon; plan to have all GA stations in the faculty community with the new building – will provide more accountability; Alana Muller will be here today and tomorrow; MBAA is planning to do community project (Boo to the Flu)
- f. FC – Alex Binder – trying to meet with PC’s; working on tentative summer schedule for advising purposes; working to fill all spring courses; 2 programs need to submit follow-up after HLC – work with PC’s on this (Economics and IB); working on faculty travel summary and instructions; need info about what needs are for lab space; looking ahead to fall course schedule; planning to visit classrooms of new faculty over the next couple of weeks in order to provide mentorship; out next Thursday and Friday (10/27 & 10/28) to a conference in Pennsylvania

- VI. Other Business - HLC
- a. Encourage faculty to attend open HLC sessions next week; Mimi will represent staff at Monday meeting at 3:15; discussed KCOB students attending
- VII. Adjourn – 4:02 pm

Fall 2022 Dates to Remember:

October 28 – Transfer Day
November 3 – Authors Reception at Axe Library
November 7 – Final drop day
November 21 to 25 – Thanksgiving Week Holiday
December 5 to 9 – Dead Week
December ??? – Kelce holiday party (usually 1st day of
Finals week)
December 12 to 16 – Finals Week
December 16 - Commencement