

## **MINUTES**

**Kelce College General Faculty Meeting 12:30 p.m.  
Thursday August 13, 2020  
(Boxed Lunch Starting at Noon)**

**Present:** Don Baack, Alex Binder, Kevin Bracker, Din Cortes, Maeve Cummings, Michael Davidsson, Lori Dreiling, Kylie Edgecomb, Chris Fogliasso, June Freund, Mary Jo Goedeke, Paul Grimes, David Hogard, Steve Horner, Holly Kent, John Kuefler, Fang Lin, Kristen Maceli, Mike McKinnis, Mimi Morrison, Lynn Murray, Mary J Nance, David Newcomb, Melissa Payne, Irene Robinson, Dwight Strong, Rachel Van Becelaere, Mary Wachter, David Weaver, Gail Yarick  
**Present via Zoom:** Jae Choi, Linden Dalecki, Anil Lal, Sang-Heui Lee, Lisa Paterni, Theresa Presley, Wei Sha, Connie Shum

- I. Welcome and Opening Remarks – Dr. Grimes welcomed everyone back to Kelce and Pitt State and thanked them for all the hard work that was necessary to finish last spring and prepare for the fall.
- II. New Faculty Introductions – Dr. Grimes announced new faculty for the semester and introduced David Weaver (who was present in person) to everyone
  - a. Dr. Matt Lunde, Assistant Professor of Marketing and Sustainability
  - b. Ms. Ashlee Phillips, Instructor of Accounting (Internal Auditing)
  - c. Mr. David Weaver, Instructor of Accounting (Managerial Accounting)
- III. Unfinished Business – 2019-2020 Faculty Awards – presentation of awards. Dr. Grimes announced 19-20 faculty award recipients and called them forward individually to receive their plaques and to have their pictures taken.
  - a. Michael Davidsson – Excellence in Research Award
  - b. Don Baack – Excellence in Teaching Award
  - c. Kevin Bracker – Excellence in Service Award
- IV. Instructional Support Updates – Susan Dellasega – had to be in another meeting
  - a. Kylie Edgecomb – Web Support Consultant – encouraged faculty and staff to contact her with web page changes, additions and other concerns
  - b. Chris Fleury – Tech Support Consultant – not present
- V. COVID-19 Response Updates – Lynn Murray and Task Force
  - a. Classrooms and Labs – COVID-19 capacities calculated by measuring each individual classroom and computer lab; approximately one-third original capacity; number of chairs now in rooms reflect social distancing maximums

- b. Traffic Flow in Kelce – entrances, hallways, and stairs (see handout) – reviewed the new traffic flow for the building for the fall semester
  - i. Working on placing signage to direct flow of traffic in the building, including entrances and exits to some classrooms and the building
  - ii. Asked everyone to encourage students to go outside between classes (use picnic tables and other areas to wait)
- c. Contingencies – preparedness to pivot in response to unforeseen events
  - i. All will continue to be prepared for additional changes if/when needed
- d. Kelce Neck Gaiters – distribution to students (all faculty & staff have received one too)
  - i. A sign-up sheet was distributed to faculty & staff for helping to hand out the neck gaiters to students during the first week of classes
- e. Pandemic Reference Document that was provided with the agenda was reviewed. The finalized document will be distributed to the campus community as a booklet/manual by the Provost. This document will continue to evolve as the local public health situation changes.
- f. Most recent health information for Pitt State is available on the COVID web page
- g. Kelce Task Force for COVID response is comprised of Program Coordinators, the two Associate Deans and the Director of Outreach and Business Engagement.

- VI. Development News/Building Update – Holly Kent, Director of Development for Kelce
- a. Kelce Golf Tournament in Johnson County, Monday, October 5<sup>th</sup> – Teams Needed!
  - b. Development staff did not actively fundraise for the first couple of months of the pandemic – focused on planning and keeping in touch with alumni and donors. Will be working with Pitt State administration to reengage normal activities when possible. Pledges and gifts still coming in.
  - c. Skyboxes – there is uncertainty right now if football will be played in the fall, and if skyboxes will be used for development activities.

VII. Updates

- a. Academic Advising and Career Readiness – David Hogard
  - i. David thanked faculty advisors for doing a great job of advising, especially in the pandemic environment
  - ii. All advisors were asked to review the new degree audit system that has been put into place
  - iii. All Career Fairs, including Meet the Firms, this semester will be conducted virtually online
  - iv. Most students were enrolled for the fall semester via Zoom
- b. Outreach and Business Engagement – Lynn Murray
  - i. Sales Center initiative – first students will be enrolled soon
    - 1. The initiative will be taken to KBOR for approval this fall

- ii. Learning Community
  - 1. Instructors in learning community and Gorilla Gateway courses met this morning
  - 2. Dr. Binder, Dr. Murray and Dr. Yarick are teaching Gorilla Gateway courses and Ms. Wachter is teaching an Intro to Business course as part of the business learning community
- c. Graduate School of Business – Din Cortes
  - i. Enrollment – 9 students currently enrolled in the MPAcc program; 60+ students enrolled in traditional on campus MBA; 280 enrolled in PMBA
  - ii. Online PMBA program has had several students graduate. There are discussions in process to add a Marketing and Construction Management emphases.
  - iii. Dr. Cortes announced Kelce faculty and staff who are being recognized by Pitt State for years of service
- d. Undergraduate School of Business – Steve Horner
  - i. Kelce Undergraduate School of Business faculty will meet next Thursday with the primary order of business to elect members to the Consolidated P&T Committee.
  - ii. Student Organizations
    - 1. Dr. Horner announced that there is space available in Kelce for student organization meetings. Encouraged all advisors to keep their groups active and engaged.
    - 2. All are encouraged to support student organizations and help with attracting new members.
    - 3. A list of student organizations in Kelce along with their elected President name and contact information is to be submitted to the Dean's Office within the first couple of weeks of the semester.

#### VIII. General College Announcements & Business – Paul Grimes

- a. Annual Signing of the Faculty Ethics Statement
  - i. Request from Associate Dean's Horner and Cortes to modify ethics statement; proposed to add:
    - 1. TO demonstrate good university citizenship *and collegiality*.
    - 2. TO engage in professional conduct at all times and in all places.
  - ii. Dr. Cortes explained the recommendations
  - iii. Dr. Baack made a motion to approve the Faculty Ethics Statement with the modifications listed above; Dr. Cummings seconded the motion; no discussion. Call for a vote was made by Dr. Murray. Voice vote was taken with a majority voting in favor, none voting opposed, and one voting present. Motion passed.
  - iv. Edits will be made to the Ethics Statement and a new declaration form will be distributed electronically for signatures. Signed forms should be submitted during the first week of classes.

- b. Copy of all course syllabi to be submitted to Rachel VanBecelaere ([rhenderson@pittstate.edu](mailto:rhenderson@pittstate.edu)) for the upcoming semester
- c. Annual Travel Request forms – Return to admins!
  - i. forms were distributed with the agenda
  - ii. anyone planning to travel or attend virtual conferences should complete a form and submit by the end of the first week of classes
  - iii. professional activity at online conferences will be supported if funding is available
- d. Digital Measures – Update Activity Insight information (Research/Service/Teaching) activities need to be inputted into the system to maintain records for annual appraisals, P&T, and AACSB accreditation reports.
  - i. Important that all professional data is up to date for required reporting needs
- e. Research – share scholarly publications information
  - i. Copies of all journal publications/conference proceedings to Mimi in the Dean's Office
  - ii. Library Authors Reception – <https://pittsburgstate.formstack.com/forms/uar>
    - 1. All faculty authors should submit information about their publications from this past year to the library via this link
- f. PPE:
  - i. Disposable face masks are available in all Kelce offices if needed for students, visitors, or staff.
  - ii. Shields have been installed on lecture podiums in classrooms along with disinfectant spray, hand sanitizer and sanitizing wipes.
  - iii. Discussed enforcing students wearing face masks, shields and other protective equipment and that wearing masks Pitt State Policy and should be followed. University Police can be called if met with resistance.
  - iv. Faculty should follow normal office hours either in office or online. Limiting person-to-person meetings to 15 minutes or less in small offices is encouraged.

IX. Dean's College Update (PowerPoint presentation is attached)

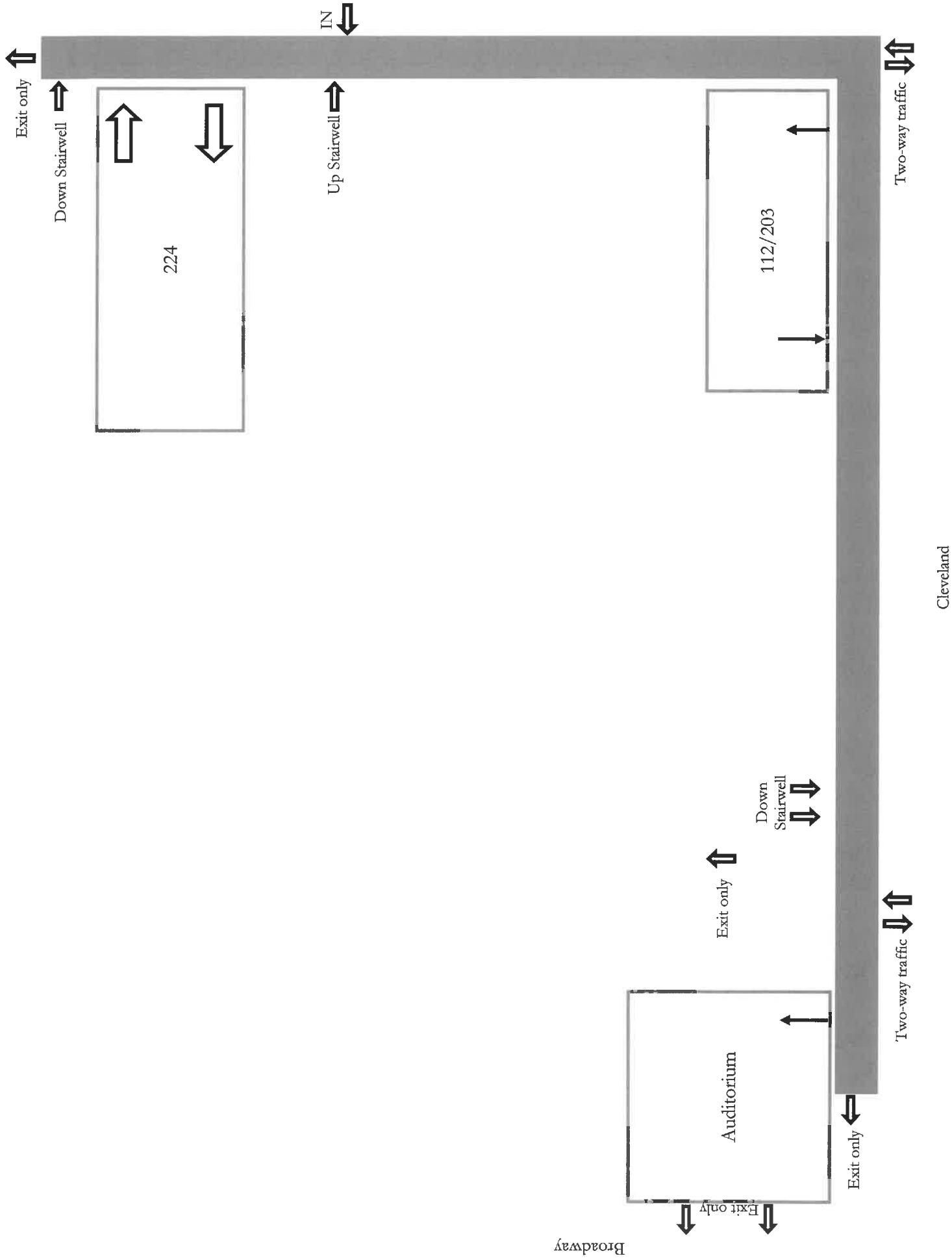
- a. Standing Committees (see handout) and Opening Meetings & Elections
  - i. All committees were asked to meet within the first few weeks of the semester with chairs elected at the first meeting.
  - ii. Provide committee chair name to the Dean's Office after elections.
- b. Program Coordinators – with two new appointments recognized
  - i. Accounting – David Hogard (new)
  - ii. Business Economics – Anil Lal
  - iii. CIS – Maeve Cummings
  - iv. Finance – Kevin Bracker

- v. International Business - Sang-Heui Lee (new)
- vi. Management – June Freund
- vii. Marketing – Mary Judene Nance
- c. Current Status of College/University; Enrollment and Budget
  - i. Enrollment for fall is down 8.1% from last fall. This follows five years of previous declines.
  - ii. Colleges were asked to identify funds to be cut if required in the future.
  - iii. KCOB overall enrollment is down by 100 students or approximately 10%.
  - iv. Graduate enrollment is up due to PMBA growth.
  - v. College budgets are determined by overall university enrollment – not individual college enrollments
  - vi. Stimulus funds from the pandemic may be available to help with budget deficits this year, but won't be available next year.
- d. AACSB Accreditation – 2020 Standards Approved/Timeline/Preparations for Year of Record
  - i. New 2020 standards approved by the AACSB membership this summer
  - ii. Given the implementation timeline, we will be reviewed under these new standards
  - iii. Timeline
    - 1. AY 20/21: Begin adjustments to meet new 2020 Standards
    - 2. Summer 2021: Prepare/submit CIR Application
    - 3. AY 21/22: Fully implement changes to meet 2020 Standards
    - 4. AY 22/23: Year of Record
    - 5. AY 23/24: Reaffirmation Site Visit
  - iv. Need to address areas of concern as identified by peer review team
    - 1. Review and align Practice Academic (PA) qualifications
    - 2. AOL Process and benchmarks
    - 3. Better link between AOL and curriculum reform
  - v. Strategic Goals emphases for the year
    - 1. Our Long-Run Plan – Six Step Plan Rolled Out in 2012-2013
      - a. Steps Completed:
        - i. New college governance documents and committee structure
        - ii. New Vision Statement, Mission Statement, and Guiding Values Document
        - iii. New Operating Policies – Faculty Sufficiency and Faculty Qualifications
        - iv. Development and adoption of new college strategic plan
        - v. Review and redesign of college curriculum (Revisions to BBA and MBA; creation of MPAcc)
      - b. Only one step left to complete:
        - i. Construct a new Assurance of Learning model
        - ii. This year we will continue work on the final sixth step.

- iii. Need to prepare for development of new strategic plan – only one year left (ends after FY22 at same time as the university plan concludes).
- 2. All long-run steps now informed by our College Strategic Plan.
  - a. Goal 1: Professionalism
  - b. Goal 2: Relevance
  - c. Goal 3: Growth
- 3. Items of Emphasis for 2020-21:
  - a. Objective 1.1 – Renovation/Expansion of Building
  - b. Objective 2.1 – Align instruction with workforce/community needs
  - c. Objective 3.3 – Implement recruitment activities to optimize enrollments
  - d. Objective 3.5 – Marketing and enhancement of college image
- X. Old Business
  - a. Dr. Baack brought forward a discussion on community colleges and articulation agreements with 4-year institutions mandated by the board. Pitt State must now accept community college course credit as satisfying our upper-division introductory management course. KBOR has established a committee to design a mandatory state-wide Gen Ed curriculum. KBOR is also studying a proposal to allow up to 75 credit hours to transfer from community colleges to any 4-year university. These actions will impose serious concerns for control over our curriculum and potentially damage recruiting and future enrollment.
- XI. New Business – none
- XII. Adjournment – motion to adjourn was made by Dr. Cortes. Meeting adjourned at 2:30 pm.

**Fall Dates to Remember:**

- 1. First Day of Classes - August 17
- 2. Last Day to Drop w/Full Refund -August 24
- 3. Labor Day Holiday - September 7
- 4. Meet the Firms Day (Virtual) - September 14
- 5. Annual Kelce Golf Tournament - October 5
- 6. Mid-Semester Grades Due - October 12
- 7. Homecoming - October 17
- 8. Fall Career Expo (Virtual) - October 22
- 9. Final Day to Drop Class - November 2
- 10. Commencement - November 20
- 11. Thanksgiving Break Begins - November 21
- 12. Last Day to Withdraw - November 25
- 13. Final Exams - December 7-11
- 14. Grades Due - December 14





## Travel Estimates for AY 2020-2021

Complete and return to the Dean's office prior to August 28 if you plan to travel during 20-21.

Name: \_\_\_\_\_ Date: \_\_\_\_\_  
(Please print)

- ☐ I will be requesting travel funds this year and my best estimates are provided below.
- ☐ I will NOT be requesting travel funds from the college this year.

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Conference #1: \_\_\_\_\_ Dates: \_\_\_\_\_

Location: \_\_\_\_\_

**Estimated Expenses:**

Registration: \$ \_\_\_\_\_  
Airfare/Mileage: \$ \_\_\_\_\_  
Hotel: \$ \_\_\_\_\_  
Meals: \$ \_\_\_\_\_  
Other: \$ \_\_\_\_\_  
Total \$ \_\_\_\_\_

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Conference #2: \_\_\_\_\_ Dates: \_\_\_\_\_

Location: \_\_\_\_\_

**Estimated Expenses:**

Registration: \$ \_\_\_\_\_  
Airfare/Mileage: \$ \_\_\_\_\_  
Hotel: \$ \_\_\_\_\_  
Meals: \$ \_\_\_\_\_  
Other: \$ \_\_\_\_\_  
Total \$ \_\_\_\_\_



**Pittsburg State University**  
**Fall 2020 Enrollment Comparison Report**  
**8-7-20 compared to 8-9-19 and 8-10-18**

	2018	2019	2020	Change 19-20	% change	2019-20th day
Undergraduate	5200	5033	4627	-406	-8.1%	5181
Graduate	1116	1347	1455	108	8.0%	1464
<b>Total Enrollment</b>	<b>6316</b>	<b>6380</b>	<b>6082</b>	<b>-298</b>	<b>-4.7%</b>	<b>6645</b>
<b>Undergraduate</b>						
ZH freshman	989	927	828	-99		916
<b>New Transfer</b>	<b>438</b>	<b>445</b>	<b>398</b>	<b>-47</b>	<b>-10.6%</b>	<b>456</b>
Guest (HS concurrent)	4	4	8	4		196
<b>Readmission</b>	<b>120</b>	<b>78</b>	<b>64</b>	<b>-14</b>	<b>-17.9%</b>	<b>97</b>
Returning	3561	3514	3320	-194	-5.5%	3445
FR - Weekly comparison		180	181	+1	+6%	
SO - Weekly comparison		708	704	-4	-6%	
JR - Weekly comparison		811	811	0	0%	
SR - Weekly comparison		1594	1607	+13	+8%	
<b>New IEP</b>	<b>2</b>	<b>0</b>	<b>1</b>	<b>1</b>		<b>2</b>
New International ZH	9	9	4	-5		11
<b>New International TR</b>	<b>7</b>	<b>2</b>	<b>4</b>	<b>2</b>		<b>3</b>
New Exchange	70	54	0	-54		55
<b>Total Undergraduate</b>	<b>5200</b>	<b>5033</b>	<b>4627</b>	<b>-406</b>	<b>-8.1%</b>	<b>5181</b>
<b>Graduate</b>						
New	290	325	289	-36	-11.1%	444
<b>Readmission</b>	<b>7</b>	<b>0</b>	<b>1</b>	<b>1</b>		<b>2</b>
Returning	819	1022	1165	143	14.0%	1018
<b>Total Graduate</b>	<b>1116</b>	<b>1347</b>	<b>1455</b>	<b>108</b>	<b>8.0%</b>	<b>1464</b>
<b>International</b>						
Undergraduate - New	9	9	4	-5		11
Undergraduate - Transfer	7	2	4	2		3
<b>Undergraduate - Returning</b>	<b>100</b>	<b>75</b>	<b>58</b>	<b>-17</b>	<b>-22.7%</b>	<b>80</b>
Graduate - New	10	4	15	11	275.0%	42
<b>Graduate - Returning</b>	<b>49</b>	<b>66</b>	<b>78</b>	<b>12</b>	<b>18.2%</b>	<b>65</b>
Undergraduate Exchange	71	63	4	-59	-93.7%	64
<b>Graduate Exchange</b>	<b>2</b>	<b>0</b>	<b>1</b>	<b>1</b>		<b>7</b>
IEP - New	2	0	1	1		2
<b>IEP - Returning</b>	<b>0</b>	<b>0</b>	<b>1</b>	<b>1</b>		<b>1</b>
<b>International Total</b>	<b>250</b>	<b>219</b>	<b>166</b>	<b>-53</b>	<b>-24.2%</b>	<b>275</b>
<b>Continuing Studies</b>						
Undergraduate	163	217	243	26	12.0%	398
<b>Graduate</b>	<b>844</b>	<b>883</b>	<b>868</b>	<b>-15</b>	<b>-1.7%</b>	<b>920</b>
<b>CS Total</b>	<b>1007</b>	<b>1100</b>	<b>1111</b>	<b>11</b>	<b>1.0%</b>	<b>1318</b>
<b>KC Metro</b>						
KC Metro - Undergraduate	0	0	0	0		0
KC Metro - Graduate	13	10	11	1	10.0%	11
<b>Undergraduate</b>						
Kansas	3449	3344	3128	-216	-6.5%	3500
<b>Gorilla Advantage</b>	<b>1304</b>	<b>1325</b>	<b>1332</b>	<b>7</b>	<b>0.5%</b>	<b>1310</b>
Gorilla Edge	196	132	25	-107	-81.1%	130
<b>Legacy</b>	<b>7</b>	<b>5</b>	<b>6</b>	<b>1</b>	<b>20.0%</b>	<b>6</b>
MSEP	18	13	18	5	38.5%	13
<b>Domestic Nonresident</b>	<b>37</b>	<b>65</b>	<b>46</b>	<b>-19</b>	<b>-29.2%</b>	<b>61</b>
International	189	149	72	-77	-51.7%	161
<b>Total Undergraduate</b>	<b>5200</b>	<b>5033</b>	<b>4627</b>	<b>-406</b>	<b>-8.1%</b>	<b>5181</b>
<b>Graduate</b>						
Kansas	725	839	837	-2	-0.2%	901
<b>Gorilla Advantage</b>	<b>233</b>	<b>216</b>	<b>234</b>	<b>18</b>	<b>8.3%</b>	<b>222</b>
Gorilla Edge	6	2	1	-1	-50.0%	3
Domestic Nonresident	91	220	289	69	31.4%	224
<b>International</b>	<b>61</b>	<b>70</b>	<b>94</b>	<b>24</b>	<b>34.3%</b>	<b>114</b>
<b>Total Graduate</b>	<b>1116</b>	<b>1347</b>	<b>1455</b>	<b>108</b>	<b>8.0%</b>	<b>1464</b>

## Academic Affairs COVID-19 Pandemic References

COVID-19 Case Manager – Taylor Panczer – 620-670-0365	
Situations	Actions
Individual is not wearing a mask and attempts to enter a space for an activity.  <i>(See Accommodations for student with disabilities who cannot wear a face mask)</i>	<ul style="list-style-type: none"> <li>Remind the individual of the policy requiring a mask and to please put one on.</li> <li>If the individual does not have a mask follow your college/departments guidelines on where they may get a mask.</li> <li>If they still do not comply, tell the individual they are not admitted to class and they will need to leave the premises.</li> <li>If they refuse to leave or become more difficult then call campus police at 620-235-4624.</li> <li>Document the incident as soon as possible with names, date, time, and quotes of statements made by you and the individual in question as well as a general description of what took place. Include names of others who observed the situation.</li> </ul>
Student notifies you they have been asked to quarantine or isolate	<ul style="list-style-type: none"> <li>Do not admit them to class and have the student contact the COVID-19 Case Manager, Taylor Panczer, at the Bryant Student Health Center. 620-235-4062.</li> <li>Handle non-attendance and make up work by making reasonable accommodations for the time away from class and not punitive.</li> </ul>
How will I know a student may return to class?	The student will need to provide the COVID Case Manager a release from the medical provider who determined that quarantine/isolation/absence was in order. The COVID-19 Case Manager upon receipt of the release will notify Student Life/Registrar offices who will in turn notify need to know campus staff.
Student notifies you they feel ill and will not attend class as the Return to Campus Guide indicates they should do.	<ul style="list-style-type: none"> <li>Handle non-attendance and make up work by making reasonable accommodations for the time away from class and not punitive. .</li> </ul>
What about testing?	This is case by case, dependent situation. Cost of tests and health related services are the responsibility of the individual being tested and receiving services.
Accommodations  Additional Questions: Contact: Kerri Hanson (620) 235-6584 kdhanon@pittstate.edu	<ul style="list-style-type: none"> <li>Changing how a class is offered to another format is not an accommodation.</li> <li>If the student is unable or unwilling to participate in the class in the way it is being offered, then the student should withdraw from the class. They could consider taking another course that will work and delay taking the unwanted course to a future term.</li> <li>Changing to another course is not an accommodation that needs to be addressed by Student Accommodations.</li> <li>If a student has a disability that prevents them from wearing a face mask, that would initiate the discussion for an accommodation through Student Accommodations. In many cases a face shield will work.</li> </ul>

Resources available for answering questions regarding COVID-19:

- Bryant Student Health Center - 620-235-4452
- Crawford County Health Department - 620-231-5411
- Community Health Center of Southeast Kansas - 1-866-888-8650
- KDHE Hotline - 1-866-KDHEINF (1-866-534-3463)
- CDC- 1-800-CDC-INFO (1-800-232-4636)
- PSU Human Resources – Chris Myers (620-235-4121)

**Academic Affairs COVID-19 Pandemic References**

<b>COVID-19 Case Manager – Taylor Panczer 620-235-4452</b>	
<b>STAFF Situations</b>	
Colleague does not have mask on	<ul style="list-style-type: none"> <li>• Tell the colleague that not wearing a mask makes you uncomfortable.</li> <li>• Remind the individual of the policy requiring a mask and please put one on. <ul style="list-style-type: none"> <li>○ If they do not have a mask, indicate according to your college/department guidelines as to where they may get a mask.</li> </ul> </li> <li>• Ask them to leave or you leave the space.</li> <li>• If they refuse to leave or become more difficult then call campus police at 620-235-4624.</li> <li>• Notify your immediate supervisor of the incident. <ul style="list-style-type: none"> <li>○ Document the incident as soon as possible with names, date, time, and quotes of statements made by you and the colleague in question as well as a general description of what took place. Include names of others who observed the situation.</li> </ul> </li> </ul>
<b>Employee COVID-19 Confirmed and Suspected Infections and Close Contacts</b>	<p align="center"><b>Follow Employee COVID-19 Confirmed and Suspected Infections and Close Contacts Procedures for Supervisors and Employees</b></p> <p align="center"><b>(August 6, 2020)</b></p> <p align="center"><a href="#"><u>Click Link</u></a></p>
You feel ill	Stay at home until you feel better; you decide if you need to see a medical provider; notify your direct supervisor; use sick leave.
What about testing?	This is case by case, dependent situation. Cost of tests and health related services are the responsibility of the individual being tested and receiving services.

Resources available for answering questions regarding COVID-19:

- Bryant Student Health Center - 620-235-4452
- Crawford County Health Department - 620-231-5411
- Community Health Center of Southeast Kansas - 1-866-888-8650
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- PSU Human Resources – Chris Myers (620-235-4121)

**Procedures for Supervisors Documentation Guide  
Employee COVID-19 Confirmed and Suspected Infections and Close Contacts**

Reporting COVID-19	Symptom	Confirmed Positive	Close Contact
INITIAL REPORT OF CONTACT FROM AN EMPLOYEE			
Employee Name			
Time/Date of Notification			
Type of Notification (Phone Call, email, etc.)			
Reason Employee decided make the contact			
Information the <i>supervisor should collect</i> when contacted for all cases.			
Where has the employee been on campus (private rooms and/or common areas) for more than 10 minutes the day of the symptoms and 48 hours prior?			
<b>Employee Supervisor Actions</b>			
Documentation of Notification to Physical Plant of Spaces Identified	Person contacted at Physical Plant <input type="checkbox"/> kmalle@pittstate.edu <input type="checkbox"/> tsenecaut@pittstate.edu	Time/Date	
Documentation of Notification to HR	Contacted payroll@pittstate.edu	Time/Date	

Steps to take for employees with:			
S T E P	Symptoms	Confirmed Positive Cases	Close Contacts of a person with COVID-19
1	If not at home, the employee must go home immediately. If the employee does not have immediate access to transportation, have them avoid contact with others by waiting alone in a room with the door closed until transportation arrives.	The employee should call their supervisor and the supervisor collects data about campus contact spaces.	Employees who are a close contact of someone with COVID-19 notified by a health department official.
2	Remind employee they should promptly call their health care provider to arrange for COVID-19 testing.	Do not come to campus during isolation period.	If not at home, the employee must go home immediately. If the employee does not have immediate access to transportation, have them avoid contact with others by waiting alone in a room with the door closed until transportation arrives.
3	The employee should then call their supervisor and the supervisor collects data about campus contact spaces.	Employees who test positive must notify their supervisor and isolate away from campus until medical clearance is obtained from their health care provider and provided to Human Resource Services.  Chris Myers Sr. Human Resource Specialist 620-234-4121 clmyers@pittstate.edu	Remind employee they should promptly call their health care provider to arrange for COVID-19 testing.
4	Symptomatic employees who are waiting for testing or test results must quarantine away from campus.		The employee should then call their supervisor and the supervisor collects data about data about campus contact spaces.
5	Employees who test positive must notify their supervisor and isolate away from campus until medical clearance is obtained from their health care provider and provided to Human Resource Services. Chris Myers, Sr. Human Resources Specialist.		The employee should call their health care provider to arrange for COVID-19 testing.
6			The employee must quarantine and stay home for at least 14 days after their last contact with a person who has COVID-19. The employee should monitor their health and watch for fever (100.4°F), cough, shortness of breath, or other symptoms of COVID-19, and follow their health care provider's guidance.
7			Employees who test positive must notify their supervisor and isolate away from campus until medical clearance is obtained from their health care provider and provided to Human Resource Services. Chris Myers, Sr. Human Resources Specialist



# KELCE COLLEGE OF BUSINESS

Pittsburg State University

## **COLLEGE STANDING COMMITTEES & OTHER ASSIGNMENTS 2019-2020**

### **Undergraduate Curricula Management and Assurance of Learning Committee**

Mary Jo Goedeke, Co-Chair (2023)  
Fang Lin, Co-Chair (2022)  
June Fruend (2022)  
Linden Dalecki (2021)  
Shipra Paul (2021)  
Jae Choi (2023)  
David Hogard (Ex-Officio)  
Din Cortes (Ex-Officio)

### **Graduate Curricula Management and Assurance of Learning Committee**

Kevin Bracker (2023)  
Gail Yarick (2023)  
Choong Lee (2022)  
Lynn Murray (2022)  
Mike McKinnis (2021)  
Judy Smetana (Ex-Officio)  
Din Cortes (Ex-Officio)

### **Strategic Planning Committee**

Paul Grimes, Chair (Ongoing)  
Din Cortes (Ongoing)  
Lynn Murray (Ongoing)  
David Hogard (Ongoing)  
Steve Horner (Ongoing)  
Chris Fogliso (2023)  
Mary Judene Nance (2022)  
David Weaver (2021)  
Nancy George (KBOA Chair)

### **Faculty Development and Instructional Resources**

Sang Lee, Chair (2023)  
Dwight Strong (2022)  
Connie Shum (2021)  
David Hogard (Ex-Officio)

### **Student Recruitment and Retention Committee**

Lynn Murray, Chair (2023)  
Mary Wachter (2023)  
Alex Binder (2022)  
Ashlee Phillips (2011)  
Kristen Macelli (2021)

### **Student Reinstatement Committee**

Theresa Presley, Chair (2023)  
Don Baack (2022)  
David O'Bryan (2021)  
David Hogard (Ex-Officio)

### **College Academic Honors Committee**

Connie Shum, Chair (2023)  
Anil Lal (2023)  
Wei Sha (2022)  
Sang Lee (2022)  
Matt Lunde (2021)  
Mary Jo Goedeke (2021)

### **Consolidated P&T Committee**

#### **(The KUSB P&T Committee and the Kelce College of Business Promotion Committee)**

Don Baack, Chair (MGT)  
Kevin Bracker (FIN)  
Maeve Cummings (CIS)  
Linden Dalecki (MKT)  
Anil Lal (ECON)  
David O'Bryan (ACC)  
Vacant (IB)

### **OTHER:**

### **Program Coordinators Council**

Accounting – David Hogard  
Computer Information Systems – Maeve Cummings  
Economics – Anil Lal  
Finance – Kevin Bracker  
International Business – Sang Lee  
Management – June Fruend  
Marketing – Mary Judene Nance

### **Economic Development Task Force**

Michael Davidsson, Chair  
Paul Grimes  
Steve Horner  
Lynn Murray

### **Faculty Senate Representatives**

Kevin Bracker, Past President  
Alex Binder  
Gail Yarick

**Note:** Full terms are for three academic years. (Date) indicates last year of current term.

(As of 08/13/20)



## FALL 2020

### DEAN'S OFFICE

Cortes, Bienvenido (*AD KGSB*).. 101B ..... 4594 ..... bcortes  
Grimes, Paul (*Dean*)..... 101C ..... 4590 ..... pgrimes  
Horner, Steve (*AD KUSB/Chair of Fac*)... 114 ..... 4575 ..... shorner  
Kent, Holly (*Dir of Dev*) ..... 211Shirk .6096 ..... hkent  
Morrison, Mimi (*KCOB*)..... 101 ..... 4591 ..... mmmorrison  
Student Assistants..... 101 ..... 4598/4595

### KELCE FULL-TIME FACULTY/STAFF (KUSB)

Baack, Donald (*Mgt*) ..... 110I..... 4583 ..... dbaack  
Binder, Alexander (*Econ*)..... 212..... 4546 ..... abinder  
Bracker, Kevin (*PC-Fin*)..... 211B... .. 4551 ..... kbracker  
Choi, Jae (*CIS*) ..... 223C ..... 4541 ..... jchoi  
Cummings, Maeve (*PC-CIS*) .... 223B ..... 4543 ..... cummings  
Dalecki, Linden (*Mktg/IB*)..... 201C ..... 6581 ..... ldalecki  
Davidsson, Michael (*Econ*) .... 110C ..... 4592 ..... mdavidsson  
Fogliasso, Christine (*Mgt*) ..... 211C ..... 6010 ..... cfogliasso  
Freund, June (*PC-Mgt*) ..... 211F..... 4552 ..... jfreund  
Goedeke, Mary Jo (*Acc*) ..... 223L ..... 6041 ..... mgoedeke  
Kuefler, John (*CIS*)..... 201G..... 6196 ..... jkuefler  
Lal, Anil (*PC-Econ*) ..... 211H..... 4549 ..... alal  
Lee, Choong (*Mgt*) ..... 110F..... 4587 ..... cylee  
Lee, Mindy ..... 201E ..... 4961 ..... mindy.lee  
Lee, Sang-Heui (*Mgt/PC-IB*)..... 110D ..... 4597 ..... slee  
Lin, Fang (*Fin*) ..... 211A ..... 4564 ..... flin  
Lunde, Matt (*Mktg*) ..... 110J ..... 4585 ..... mlunde  
Maceli, Kristen (*Mgt/Mktg*) ..... 110N..... 4571 ..... kmaceli  
McKinnis, Michael (*Econ*) ..... 211G ..... 6575 ..... mmckinnis  
Murray, Lynn (*OBE/Mktg*) ..... 101E ..... 4586 ..... lmurray  
Nance, Mary Judene (*PC-Mktg*) 110E ..... 4582 ..... mjnance  
O'Bryan, David (*Acc/MPAC*) ..... 206B ..... 4566 ..... dobryan  
Paul, Shipra (*Mgt*) ..... 110K ..... 4548 ..... spaul  
Payne, Melissa (*KUSB*)..... 110 ..... 4588 ..... mapayne  
Phillips, Ashlee (*Acc*) ..... 223H..... 6040 ..... ashleephillips  
Presley, Theresa (*Acc*) ..... 223D ..... 6031 ..... tpresley  
Robinson, Irene (*KUSB*) ..... 211 ..... 4547 ..... ierobinson  
Sha, Wei (*CIS*)..... 223E ..... 4542 ..... wsha  
Shum, Connie (*Fin*) ..... 202 ..... 4568 ..... cshum  
Strong, Dwight (*CIS*)..... 223K ..... 4540 ..... dstrong  
VanBecelaere, Rachel (*KUSB*) .. 223 ..... 4561 ..... rachelhenderson  
Wachter, Mary (*Mgt/Mktg*)..... 223F..... 4535 ..... mwachter  
Weaver, David (*Acc*) ..... 223J ..... 6045 ..... dweaver  
Yarick, Gail (*Acc*)..... 201F..... 4563 ..... gyarick

### ACADEMIC ADVISING

Hogard, David (*Dir AACR/PC-Acc*) 102..... 4596 ..... dhogard  
Peer Advisors ..... 102 ..... 4599

### KELCE ADJUNCT FACULTY

Ball, Doug (*Acc*) ..... 205B RH ..... 4108 ..... dbball  
Brooksher, Jamie (*Mgt*) .... 207D RH ..... 4136 ..... jbrooksher  
Dellasega, Anthony (*Mgt*) .110 ..... 4588 ..... adellasega  
Dreiling, Lori (*Mgt*) ..... 204B RH ..... 4188 ..... ldreiling  
Eichenberger, Julie (*Acc*) .. 223 ..... 4561 ..... jeichenberger  
Hogard, David (*Mgt*) ..... 102 ..... 4596 ..... dhogard  
Kent, Holly (*Mgt*) ..... 211 Shirk ..... 6096 ..... hkent  
Newcomb, David (*CIS*)..... 203 YH..... 4407 ..... dnewcomb  
Paterni, Lisa (*Mgt*) ..... 110 ..... 4588 ..... mpaterni  
Roelfs, Melinda (*IB*) ..... 103D RH ..... 4205 ..... mroelfs  
Workman, Dan (*CIS*) ..... E126A KTC .... 4362 ..... dworkman

### WEB/IT SUPPORT

Edgecomb, Kylie ..... 117B HH ..... 6171 ..... kedgecomb  
Fleury, Chris ..... 216 ..... 4873 ..... cfleury  
Gorilla Geeks ..... 109 WH..... 4600 ..... geeks@pittstate.edu  
Support Ticket Generation ..... support@pittstate.edu

### CUSTODIAL

Lair, Jerrica/students ..... 222 ..... 6111 ..... jlair

### COMPUTER LAB – FALL 2020

Kelce Computer Lab ..... 105 ..... 4196  
Monday-Thursday ..... 7:30 am – 8:30 pm  
Friday ..... 7:30 am – 4:00 pm  
Saturday & Sunday ..... Closed

### IMPORTANT CAMPUS PHONE #'S

Administration/Finance..... 205 RH ..... 4107  
Admission ..... 112 RH ..... 4223  
Business Office ..... 110 RH ..... 4157  
Enterprise PSU..... Block 22 ..... 4921  
Financial Assistance..... 103 HM ..... 4240  
HR..... 204 RH ..... 4191  
Physical Plant..... 4779  
President's Office ..... 207 RH ..... 4100  
Provost's Office ..... 220 RH ..... 4009  
Registrar..... 103 RH ..... 4200  
Student Life..... 221 RH ..... 4231  
Univ Advancement ..... 203 RH ..... 4762  
University Police..... Shirk ..... 4624



# KELCE COLLEGE OF BUSINESS

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Pittsburg State University



# Dean's Report

Kelce General Faculty Meeting

August 13, 2020

# College Update

- Standing Committees
  - See handout for updated assignments
  - Some committees may need to elect chairs
  - Meetings may be held virtually

# College Update

## Program Coordinators:

Accounting – David Hogard\*

MPAcc – David O’Bryan

Business Economics – Anil Lal

Computer Information Systems – Maeve Cummings

Finance – Kevin Bracker

International Business – Sang Lee\*

Management – June Freund

Marketing – Mary Judene Nance

\*New appointments

# Current Status of College and University

The college and university continues to face two interconnected issues in addition to COVID-19:

- Enrollment
  - This will be sixth consecutive fall with university undergraduate enrollment less than the one before; currently down 7.5% from last year
- Budget
  - Colleges have been asked to identify funds in case new cuts required
  - Reorganization discussion continuing

## Current Status of College and University

- Kelce undergraduate enrollments beginning to soften – down about 100
- Graduate enrollment up due to PMBA growth
- Remember that our college budget is not directly linked to the college's enrollment, but is determined by overall university enrollment
- Unknown yet as to what measures will be required to accommodate this year's shortfall
  - RPK results likely to play a role in decision-making

# Current Status of College and University

Two types of cuts and potential sources:

“One time money” – holdover savings. We have accumulated in excess of \$300K in unspent OOE funds over past four years. Earmarked for building project.

“Recurring money” – open positions and phased retirements. All positions currently filled. Two phased retirements in progress. At least two retirements upcoming.

## Current Status of College and University

Cut already taken in “technology fee” fund distributions. Deans agreed to cut college allocations by 75% for two years. This will be Year Three! Result is that only contractual obligations and emergency repairs and replacements can be made from this pool. Will need to rely on self-generated funds for any enhancements.

Moving on . . . . .

# Maintaining Momentum



- New 2020 standards approved by the AACSB membership this summer
- Given the implementation timeline, we will be reviewed under these new standards



# AACSB

## Accreditation Timeline

- AY 20/21: Begin making adjustments to meet new 2020 Standards
- Summer 2021: Prepare/submit CIR Application
- AY 21/22: Fully implement changes to meet 2020 Standards
- AY 22/23: Year of Record
- AY 23/24: Reaffirmation Site Visit

# AACSB

## Critical first steps:

- Need to address areas of concern as identified by peer review team
  - Review and align Practice Academic (PA) qualifications
  - AOL Process and benchmarks
  - Better link between AOL and curriculum reform

# Our Long-Run Plan – Steps Completed

Six Step Plan Rolled Out in 2012-2013.

## Steps Completed:

1. New college governance documents and committee structure
2. New Vision Statement, Mission Statement, and Guiding Values Document
3. New Operating Policies – Faculty Sufficiency and Faculty Qualifications

# Our Long-Run Plan – Steps Completed

4. Development and adoption of new college strategic plan
5. Review and redesign of college curriculum (Revisions to BBA and MBA; creation of MPAcc)

Only one step left to complete:

# Our Long-Run Plan – Steps to Complete

## 6. Construct a new Assurance of Learning model

This year we will continue work on the final sixth step.

Need to prepare for development of new strategic plan – only one year left (ends after FY22).

# Kelce Strategic Plan: Three Pillars

All long-run steps now informed by our College Strategic Plan.

**Goal 1: Professionalism**

**Goal 2: Relevance**

**Goal 3: Growth**

# Kelce Strategic Plan

## Items of Emphasis for 2020-21:

- Objective 1.1 – Renovation/Expansion of Building
- Objective 2.1 – Align instruction with workforce/ community needs
- Objective 3.3 – Implement recruitment activities to optimize enrollments
- Objective 3.5 – Marketing and enhancement of college image

# Almost Done!

- Old Business?
- New Business?



That is all!

Let's have another

**GREAT** year!!