



KELCE COLLEGE OF BUSINESS

Pittsburg State University

MINUTES

**Kelce College General Faculty Meeting
3:00 p.m., Friday January 21, 2022
Kelce Auditorium and Online via Zoom**

Present: Alex Binder, Amy Cussimano, Michael Davidsson, Chelsey Decker, Kylie Edgecomb, Chris Fleury, Chris Fogliasso, Paul Grimes, David Hogard, Steve Horner, Sang-Heui Lee, Fang Lin, Mimi Morrison, Lynn Murray, David Newcomb, Irene Robinson, Dwight Strong, David Weaver, Gail Yarick

Present on Zoom: Jae Choi, Maeve Cummings, Linden Dalecki, Lori Dreiling, Mary Jo Goedeke, Holly Kent, Anil Lal, Justin Lallemand, Choong Lee, Matt Lunde, Mary Judene Nance, Lisa Paterni, Melissa Payne, Theresa Presley, Wei Sha, Connie Shum, Mary Wachter

Absent: Ashlee Ables, Din Cortes (sabbatical), John Kuefler, Mike McKinnis, David O'Bryan, Shipra Paul, Jay van Wyk,

- I. Welcome and Opening Remarks – Zoom attendees were asked to stay muted but feel free to unmute to ask any questions during the meeting.
- II. COVID-19 Response Updates
 - a. Mask mandate now in effect – all other campus rules remain status quo
 - b. Use common sense and be understanding of student situations and concerns
- III. Classroom Technology – Chris Fleury
 - a. The video switchers in Kelce classrooms 203, 208, & 210 will be replaced – old DVD drives removed when computers were replaced; will add USB C type of connector
 - b. New DVD players are available if needed – check out from the Dean's office
- IV. Updates – Standing College Committees
 - a. Undergrad Curricula Management & Assurance of Learning – Goedeke & Lin; No Report
 - b. Strategic Planning Committee – Grimes; see below under Old Business
 - c. Faculty Development and Instructional Resources – S. Lee – 3 faculty development seminars are planned for this semester:
 - i. February 9 - Heather Eckstein will talk about the PSU Roadmap – counts towards Master Advisor Training certification
 - ii. March seminar will be a research event from faculty willing to present about their current research/publications.
 - iii. April seminar – no plans; need input from faculty
 - d. Student Reinstatement – O'Bryan; No Report
 - e. College Academic Honors – Shum; No Report
 - f. Graduate Curricula Management and Assurance of Learning – Murray; No Report
 - g. Student Recruitment and Retention – Murray; No Report

V. General College Announcements – Grimes

- a. College Enrollment Trends; see handout for BBA and MBA programs
 - i. Reviewed updated headcount for the college; down -25.5% in undergraduate enrollment over the last six years (down to 750 undergrads this past fall from 1,000 six years ago); However, our overall headcount roughly flat due to tremendous growth in MBA students due to the online PMBA
 - ii. KLT's response to trend:
 1. Reviewed course schedules from previous semesters in all-day retreat. Specifically, future schedules will reduce number of sections of multi-section courses.
 2. Changes will be instituted beginning with next fall.
 3. We will continue to review courses with extremely low enrollment numbers to determine the appropriate frequency of offerings.
 4. KLT Mini-retreat last week to discuss administrative structure in KCOB.
 - Reviewed roles of each administrator and determined that workloads need to be redistributed.
 - Exploring alternative divisions of labor and structure of leadership roles to increase efficiency and to serve faculty and student needs
 - Currently working on new position descriptions for each administrative role.
 - Proposal will be ready by the end of the semester.
- b. Din Cortes on sabbatical this spring
 - i. Dr. Cortes will be visiting sister schools in France
 - ii. Chelsey Decker will be overseeing all MBA functions in Dr. Cortes' absence
- c. Faculty Search Updates; CIS, Management, and International Business
 - i. Information Systems search – committee has narrowed list down to 2-3 for first round interviews (Cortes)
 - ii. Management Search – Dr. Horner and search committee narrowed down 30 applicants to 5 candidates – 2 dropped out; 1st candidate will visit campus during the first week in February
 - iii. International Business is a non-tenure earning position; Dr. Murray and committee had six candidates altogether; will bring 1st candidate to campus on January 30th and 31st
- d. Recruiters requesting classroom time; David Hogard – any recruiters should contact Career Services or David Hogard in the Academic Advising office before entering any classroom; there have been problems with recruiters requesting classroom time directly from faculty
- e. Digital Measures is now Faculty Success (Watermark) – Update information (Research/Service/Teaching)
 - i. All faculty are expected to update their information in Faculty Success.
 - ii. All information needs to be up-to-date for AACSB reaffirmation reports.

- f. AACSB – Dr. Grimes will be running preliminary tables this spring in advance of next year’s year of record. Updated data important so reports are accurate and complete.
- g. Teaching – copies of all course syllabi to Amy – deadline to submit will be Wednesday, January 26th
- h. Research – copies of faculty publications to Mimi in Dean’s Office (include an extra copy of journal if available)
- i. Service – update of university-level committee/task force assignments; Mimi will be sending old list to faculty and requesting updates
- j. Commencement – attendance expectation for this spring’s college ceremony
 - i. All faculty are asked/required to attend commencement in the spring
 - 1. Only KLT attended fall commencement and they had official roles during the ceremony, so there were NO KELCE FACULTY there to greet students as they walked in to the auditorium
 - 2. This looked reflected very poorly for the College and the President and Provost voiced their concerns to Dr. Grimes. Other colleges had an abundance of their faculty attending.

VI. New Business

- a. Edits to Participating and Supporting Faculty Document
 - i. Background – reaffirmation process by AACSB requires actively engaged full-time participating and part-time faculty; our document last revised in 2013 and reflects old standards; reviewed proposed changes as indicated on distributed draft document. Dr. Murray moved to accept revisions as reflected in the document; Alex Binder seconded the motion.
 - ii. Discussion – Fang Lin pointed out that we need to change “department chairs” to “Chair of the Faculty” on 2nd page, first full paragraph
 - iii. Vote to adopt – Dr. Binder called for the vote with the one small change as pointed out by Dr. Lin; Kelce faculty voted unanimously to revise the document as presented with the one friendly amendment.
- b. 2nd Women in Business workshop is March 3 – see Dr. Murray for more details.

VII. Old Business

- a. Business Studies major – proposal approved at university level; on the agenda for “first reading” at the February KBOR meeting
- b. AACSB
 - i. Risk Assessment – strategic plan analyzed last fall; action items classified by category and level of risk; full Strategic Planning Committee to meet regarding mitigation plan in order to satisfy new AACSB standards
 - ii. Social Impact expectations – KLT reviewing task force’s recommendations concerning focus area of “economic growth and development”
 - iii. Next fall will be our year of record and all activity will be reflected in our CIR

- iv. We still need a Kelce Faculty member to replace the Kelce Undergraduate School of Business Associate Dean – Dr. Horner is going back to teaching full-time and phased retirement. Contact Dr. Grimes or KLT member if interested or have questions.

VIII. Adjournment – motion to adjourn made by Steve Horner; meeting dismissed at 4:05 pm

Spring Dates to Remember:

1. Apple Day – March 7
2. Spring Break Week – March 12 through March 16
3. Mid-term Grades Due – March 14
4. Spring Career Expo – March 24
5. Transfer Rumble – March 25
6. Last Day to Drop – April 4
7. Kelce Scholarships and Awards Program – April 8
8. Rumble in the Jungle – April 9
9. Pre-enrollment Begins – April 10 (Sunday)
10. Last Day to Withdraw – April 28
11. Kelce Picnic – May 3
12. Finals Week – May 9 through May 13
13. Commencement – May 14 (Saturday)
14. Grades Due – May 18
15. Summer Sessions Begin – June 6

Attachments:

- (1) Participating and Supporting Faculty draft document
- (2) KCOB Total Headcount by Level of Degree
- (3) Up-to-date Kelce Committee List

Kelce College of Business: Total Headcount by Level of Degree

Degree Level	2015	2020	2021	6-Year Change	1-Year Change
Undergraduate Degree Programs	1002	772	751	-25.05%	-2.72%
Graduate Degree Programs	62	365	368	493.55%	0.08%
Total Degree Programs	1064	1137	1119	5.17%	-1.58%

Data Source: Institutional Research

Kelce College of Business: Undergraduate Enrollment by Degree Program (Majors, Minors, Certificates)

Major	2015	2020	2021	6-Year Change	1-Year Change
Accounting	193	126	108	-44.04%	-14.29%
Business Economics	11	28	35	218.18%	25.00%
Computer Information Systems	123	89	69	-43.90%	-22.47%
Finance	119	120	117	-1.68%	-2.50%
International Business	55	30	21	-61.82%	-30.00%
Management	317	227	221	-30.28%	-2.64%
Marketing	211	177	182	-13.74%	2.82%
Total Undergraduate Programs	1,029	797	753	-26.82%	-5.52%

Data Source: Gus Classic, Department Majors Menu, Major/Minor Count

Minor / Certificate	2015	2020	2021	6-Year Change	1-Year Change
Accounting	56	23	18	-67.86%	-21.74%
Business Administration	181	133	124	-31.49%	-6.77%
Business Economics	15	18	15	0.00%	-16.67%
Computing	18	9	11	-38.89%	-22.22%
Fraud Examination	30	17	11	-63.33%	-35.29%
Internal Auditing	0	0	1	-	-
International Business	16	6	3	-81.50%	50.00%
Marketing	113	53	32	-71.68%	39.62%
Kansas Insurance Certificate	-	14	22	-	57.14%
Professional Sales and Sales Management Certificate	-	New	3	-	-
Total	429	273	240	-44.06%	-12.09%

Data Source: Gus Classic, Department Majors Menu, Major/Minor Count

**Kelce College of Business:
Graduate Enrollment by Degree and Modality**

Degree / Emphasis	2015	2020	2021	6-Year Change	1-Year Change
Traditional MBA (On Campus)					
General Administration	45	34	44	-2.22%	29.42%
Accounting	13	8	7	-46.15%	-12.50%
Human Resources	-	11	7	-	-36.36%
International Business	5	5	7	40.00%	40.00%
Dual Degree (and LaRochelle)	3	1	3	0.00%	300.00%
Total	66	59	68	3.03	15.25%
Professional MBA (Online)					
General Administration	-	158	168	-	6.33%
Accounting	-	40	48	-	20.00%
Human Resources	-	76	64	-	-15.79%
International Business	-	31	20	-	-35.48%
Total	-	305	300	-	-1.64%
MPAcc	-	3	4		33.33%
Total All Graduate Programs	66	367	372	463.64%	1.36%

Data Source: Gus Classic, Department Majors Menu, Major/Minor Count



PARTICIPATING AND SUPPORTING FACULTY

The Pittsburg State University Kelce College of Business deploys and maintains a faculty consistent with the standards established by The Association to Advance Collegiate Schools of Business (AACSB) as detailed in the “Eligibility Procedures and Accreditation Standards for Business Accreditation.” This document outlines the college’s definitions of Participating and Supporting Faculty as prescribed in [2020 Standard 5#3](#).

The Kelce College of Business Faculty

According to the college bylaws, “The College General Faculty shall consist of those persons who hold an appointment in the College to an academic rank of Lecturer, Instructor, Assistant Professor, Associate Professor, Professor, or University Professor and whose responsibilities include instruction, research, service, and/or academic administration within the College.”

Participating Faculty Members

Participating Faculty are those members of the College General Faculty who are actively and deeply engaged in college activities beyond their direct teaching responsibilities. Participating Faculty members further the college’s mission by satisfying the following criteria:

1. ~~Is a full-time employee teaching nine~~ Teaches six or more credit hours each ~~semester~~ academic year
2. Consistently maintains a college presence and keeps established campus office hours
3. Regularly participates ~~as a voting member~~ at meetings of the College General Faculty
4. Contributes to college governance and operations through participation in two or more of the following each year:
 - Service on ~~departmental~~ disciplinary, college, or university committees task forces
 - Provision of academic and career advising to students
 - Service as faculty advisor for student organizations
 - Active engagement in research and scholarly activities
 - Active involvement in faculty development activities
 - Service to the university and community through college outreach programs
 - Active participation in student recruitment and retention initiatives

It is expected that each Participating Faculty member will undertake at least one leadership role in college governance and operations (e.g., committee chair, program coordinator, organization advisor, etc.) during each accreditation cycle.

Faculty members holding administrative appointments and those teaching ~~less than nine semester hours~~part-time due to approved course releases may be considered as Participating Faculty Members.

Each full-time faculty member's Participating status is evaluated each year by the department chairs following the annual performance appraisal process. Achievement and annual maintenance of Participating status requires a minimum qualitative rating of "Meritorious" on Service Activities.

Supporting Faculty Members

Supporting Faculty are those members of the College General Faculty holding ~~less than full~~part-time appointments and whose primary responsibilities are instructional. Supporting Faculty are not required to participate in the governance of the college but may be called upon to contribute service activities when their involvement furthers the mission of the college. Normally, Supporting Faculty members do not hold voting rights but may attend meetings of the College General Faculty.

Approved by vote of the Kelce College General Faculty
May 8, 2013

Revised in response to adoption of 2020 Standards
XXXXXXX, XX, 2022



KELCE
COLLEGE OF BUSINESS
Pittsburg State University

**COLLEGE STANDING COMMITTEES
& OTHER ASSIGNMENTS: 2021-2022**

Undergraduate Curricula Management and Assurance of Learning Committee

Mary Jo Goedeke, Co-Chair (2023)
Fang Lin, Co-Chair (2022)
Jae Choi (2023)
Anil Lal (2022)
Matt Lunde (2024)
Shipra Paul (2024)
David Hogard (Ex-Officio)
Din Cortes (Ex-Officio)

Graduate Curricula Management and Assurance of Learning Committee

Lynn Murray (2022), Chair
Alex Binder (2024)
Justin Lallemand (2024)
Choong Lee (2022)
Gail Yarick (2023)
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 Fogliasso (2023)
Mary Judene Nance (2022)
Chelsey Decker (2024)
Nancy George (KBOA Chair)
Jordon Doyal (KSLC President)
Katie Beth Bekel (MBAA President)

Faculty Development and Instructional Resources

Sang Lee, Chair (2023)
Dwight Strong (2022)
Connie Shum (2024)
David Hogard (Ex-Officio)

Student Recruitment and Retention Committee

Lynn Murray, Chair (2023)
Alex Binder (2022)
Kristen Macelli (2024)
Mary Wachter (2023)
David Weaver (2024)

College Academic Honors Committee

Connie Shum, Chair (2023)
Linden Dalecki (2024)
Anil Lal (2023)
Ashlee Phillips (2024)
Wei Sha (2022)
Sang Lee (2022)

Student Reinstatement Committee

David O'Bryan, Chair (2024)
Theresa Presley (2023)
Mary Wachter (2025)
David Hogard (Ex-Officio)

Consolidated P&T Committee

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

Maeve Cummings (CIS), Chair
Chris Fogliasso (MGT)
Mary Jo Goedeke (ACC)
Anil Lal (ECON)
Kristen Maceli (MKT)
Connie Shum (FIN)
Vacant (IB)

Part-Time Lecturers Committee

LaDonna Flynn (ACC & MGT) (2022)
David Newcomb (CIS) (2023)
Lisa Paterni (MGT) (2024)
Melinda Roelfs (IB) (2024)

OTHER:

Program Coordinators Council

Accounting – David Hogard
Computer Information Systems – Maeve Cummings
Economics – Anil Lal
Finance – Fang Lin
International Business – Sang Lee
Management – Sang Lee
Marketing – Mary Judene Nance

Economic Development Task Force

Michael Davidsson, Chair
Paul Grimes
Steve Horner
Lynn Murray

Faculty Senate Representatives

Alex Binder
Mary Jo Goedeke (at large)
Kristen Maceli

Graduate Council Representatives

Anil Lal
Sang Lee
Fang Lin
Theresa Presley

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

(As of 01/20/22)