Kelce College of Business Chair's Meeting Minutes May 7, 2008 2:30-4:30 p.m.

Present: Dr. Dean Cortes, Dr. Richard Dearth, Dr. Felix Dreher, Dr. Eric Harris. **Absent:** Ms. Becky Casey.

1. Leadership Council

a. President's Council

- i. <u>Unit contracts</u> copies of contract letters sent out to faculty should be out to departments with last year's salaries which will be updated when the legislation goes through.
- ii. <u>Jumbotron</u> The new jumbotron will be placed at the Football stadium at the south end of the field. This has been funded totally with private funding
- iii. Athletic Website will be redesigned because it is in very poor shape.
- iv. Student Rec. Center The University is moving forward with getting the building completed.
- v. <u>Tuition and Fees</u>. A 5.9% increase was recommended by the tuition committee Dr. Bryant only accepted a 5.75% requested increase to the Board of Regents. There is not any talk of making cuts due to budget shortages.
- b. <u>Commencement Plans</u>. Commencement plans are the same as in the past except there is a renewed interest in faculty attending commencement. The administration is asking that as many faculty as possible attend, but would like an indication from faculty who are planning to be there. Departments should turn in a list of faculty who plan to attend commencement by next week to Dr. Dearth.
- c. <u>Copyright Concerns Regarding Course Packs</u>. These concerns have been reduced somewhat. The bookstore has determined that the College of Business is abiding by appropriate copyright rules when using course packs in courses for the most part.
- d. <u>Enrollment Numbers</u>. Preliminary enrollment figures for summer and fall 2008 were distributed for Chairs to review.
- e. Northwest Arkansas Community College. A packet was distributed to Chairs from the NWACC Division of Business and Computer Information. This community college wishes to develop an articulation agreement with PSU to facilitate transfers to PSU in order to complete a four year degree. Dr. Dearth asked Chairs to review the information and give him input on what would be an appropriate response in developing an articulation agreement with NWACC. Discussion followed on whether the articulation agreement with this college would be plausible or even worth it for the students to do. There was also discussion on what changes might need to occur with courses in order to facilitate transfer students.
- f. New Policy on Registrar Exceptions. This new policy will be coming out later this summer
- g. <u>General Education Assessment</u>. Currently the assessment committee is working on this area (general education) of assessment. This should be completed by December 1, and also to have a standardized testing plan in place.
- h. <u>K.C. Metro</u>. There is re-emphasis being placed on KC Metro. A 5-7 member committee is being asked to make plans for renewing programs at the KC Metro Center. PSU Administration is asking for a representative from the College of Business to be on the committee. Dr. Dearth asked for input from the chairs of who would be a good candidate to be on the committee. Chairs are asked to give Dr. Dearth their suggestion on a candidate for the committee by the first of next week.
- i. <u>IELTS</u>. This is now a competitor of the TOEFL exam. This June the Board of Regents will make a decision on what exam will be approved to replace the SPEAK test which is no longer available.
- j. <u>Computer Use and Password Policy.</u> This policy of changing computer passwords every 6 months is currently being re-evaluated.
- k. <u>Legislative Salary Expectations</u>. It is still unknown what the salary percentage increase will be for next fiscal year. The legislature is currently conferring on salary increases, but has not yet made a decision. It is expected that the increase will be about 2.5%.

- I. <u>Meet and Confer Process</u>. Meet and Confer negotiations will be taking place next week with the KNEA bargaining unit and PSU representatives. Dr. Dearth briefly discussed the issues that will be on the table in the meetings (salary issues, intellectual contributions, and the grievance process).
- m. <u>Summary of Faculty Performance Appraisal Process for 2007</u>. Chairs and Dr. Dearth discussed this summary. The Academic VP was extremely pleased with this process.
- 2. Program Review Discussion. Dr. Dreher and Dr. Cortes briefly described their experience with the Program Review Committee. Dr. Cortes stated that the committee asked for assessment data and there was a focus on the MFT and capstone courses. It is also very important for faculty to attend the review. Dr. Dreher stated that the entire review process is based on what has already been done, not at all on future projections.
- 3. **Kelce Advisory Board Discussion.** If departments have names of potential board members to fill the vacancies, please give those names to Dr. Dearth and he will forward to Mike Veteto.

4. AACSB Discussion

- a. Brag Sheet Dr. Dearth needs this information as soon as possible. Chairs can use program review information to create these.
- b. Text Book Authors This list is needed from departments as soon as possible.
- c. Assessment The College can always improve in this area. There is a need to come up with some new strategies in this area.
- d. Continuous Improvement -

5. **Departmental Concerns**

- a. Economics the candidate for the open position is an international candidate. They are in the process of clarifying her status. They may not be able to hire the candidate because of her status.
- b. CSIS nothing to report
- c. MGMKT nothing to report
- d. Dean The College of Business has received a bill for \$14,800 for AACSB dues for this year. \$3,800 of the dues is for pre-accreditation for the Department of Accounting. Accounting is supposed to be reviewed this year, but have opted not to do this, however the dues are still to be paid. Accounting will remain on the same 5 year cycle as the College is currently on if they wait a year, then they only have 4 years remaining on their accreditation, etc. The additional fee (\$7,000) is the fee that most 10 year schools have had to pay in the past, but is now passed on to the 5-year schools. PSU College of Business is considered to be under a "heightened" review status according to a conversation that Dr. Dearth had with AACSB staff. He has been told that the fees will increase over time. The College dues will be \$6,000 instead of \$4,000 for 2009-2010. Discussion followed on these fees and accreditation in general.

6. Upcoming events:

- a. Graduate Council May 7
- b. Faculty Senate May 12
- c. Board of Regents May 14-15
- d. Commissioning Ceremony 10am, May 16
- e. Commencements: May 16, Colleges of Education and Technology May 17, Colleges of Business and Arts & Sciences
- f. Classified Recognition Picnic June 17
- g. Hard Deadline for AACSB Filing August 1, 2008
- h. New Faculty Orientation August 19-20
- i. Kelce College Faculty Meeting August 21
- j. Opening Faculty Meeting August 22
- k. Dr. Elenboe Visit BIE September 4-6, 2008
- I. Arrowhead Game October 4, 2008
- m. AACSB Review Team Here October 5-7, 2008
- n. Fall Break October 23-24, 2008