

**Kelce College of Business
Chair's Meeting
MINUTES
Wednesday, May 14, 2008; 2:30p.m. – 4:30 p.m.**

1. Updates

- a. Facilities Master Planning. Facilities is planning to hire a structural engineer come to PSU to find appropriate locations for shelters during tornadoes in all PSU buildings. The "new" business building is back on the agenda for discussion with the facilities master planning committee. The Jumbo-Tron will be a reality at the stadium in the near future. There have been discussions on programming this equipment. The student health center has gotten a new donor, so the student fees may actually be less than was originally thought.
- b. President's Council. Today the 5.7% tuition increase is going before the Board of Regents for approval or disapproval. The percent may rise to 5.9%. The Skubitz and Pritchett Trusts was discussed. These are designed to help start specific projects with seed money, but not to continue funding through the life of a project.
- c. New Faculty Orientation plans for 2008-09. A draft of these plans was distributed to the Chairs. The dates are August 12-13, 2008. The names of mentors for new faculty members should be submitted to Academic Affairs as soon as possible.
- d. KBOR May meeting issues. The Bachelors of Integrated Studies (BIS) degree has come up for approval with the Board of Regents. The Board is also moving to have concurrent enrollment include 10th grade courses. This means that any 10th, 11th, or 12th grade class could count as a college credit at community colleges if approved. Discussion followed on this topic.
- e. Program Review. Dr. Scott stated that he had some concerns about the College of Business Program Review, but was generally pleased with the department presentations and documentation.
- f. Faculty Senate. There is presently an issue with copyrights on the PSU campus. A copy of the Proposal for PSU's Policy on duplicating copyrighted Written Works was distributed. The biggest concern on copyrighted items appears to be those items that are uploaded to Angel. This issue will be discussed in the New Faculty Orientation. Dr. Dearth discussed having a seminar or faculty development program available to the PSU campus with a professional on copyright laws leading the program. The general consensus among the chairs was that this would be a good idea.
- g. Online faculty performance appraisal system. This system will be changed by allowing us to have "Exceptional" on the on-line version as well, with more space included to include supplementary material. Faculty will be required to use the on-line version if the entire process goes on-line.
- h. "Departmental Awards: Keep the Money on Campus" – **Collegio** staff editorial. This article stated that departments at PSU were giving out monetary awards to seniors who are leaving campus. This issue was discussed in-depth at the Dean's meeting. This does not happen in the College of Business.
- i. IELTS minimum score policy as approved by the Graduate Council and the Internationalized Council was distributed and discussed. This has been approved as a replacement for the TOEFL according to the Graduate Dean. 5.5 is the minimum score for undergraduates and 6.0 is the minimum required score for graduate students. It is still uncertain what will replace the SPEAK test.
- j. Meet and confer process. Dr. Dearth has been participating in this process as part of the PSU Administration. The committee has worked very diligently on this process. No agreements have been reached on intellectual properties, tenure review. Discussion followed on this subject.
- k. Enrollment numbers for Summer 2008 and Fall 2008 was distributed for discussion. There are some concerns the undergraduate enrollment for summer is down, but the numbers are up for fall. Anticipated enrollment for the fall semester is 7,100.

2. Departmental Concerns

- a. Accounting – Ms. Casey stated that it may be time to do some training on SPTE’s to make sure every faculty member knows the rules on administering these evaluations. The department will be having a visiting scholar from China utilizing office space for this academic year.
- b. CSIS – Dr. Dreher stated that CSIS will be having a faculty member from another department using office space in CSIS, and asked that they have some input on who uses the office space. There was discussion on available office space in the building. Dr. Dearth will ultimately make this decision.
- c. Econ – Dr. Cortes stated that they are still working on hiring a new full-time instructor for the fall/spring semesters.
- d. MGMKT – Nothing to report.

3. Discussion items

- a. Vacation/Summer Plans. Ms. Casey will be gone to Arkansas on Mondays and Tuesdays for 6 weeks beginning next week to work on her doctorate. Dr. Dreher will be gone Memorial Day Week. Dr. Cortes will be gone from June 27 through the end of July, and will also be gone to a conference the first week of June. Dr. Harris will be gone the last 2 weeks in July and possibly be gone in during the first week of August to a conference.
- b. AACSB Strategy. Dr. Dearth stated that a rough draft of the AACSB Strategy will need to be completed and sent to Dr. Cantrell as soon as possible. Chairs should plan to have several working meetings in the next month or so.
- c. NWACC Articulation Agreement. A copy of a confidential memo from Dr. Dearth to Dr. Scott regarding a proposed NWACC Articulation Agreement was distributed and discussed. Dr. Dearth briefly described his proposal and discussion followed. Dr. Dreher stated that the Center for Information Assurance and Risk Analysis requires an active outreach program. Dr. Dreher will compose several paragraphs of information on this topic and send it to Dr. Dearth to be included in the proposed articulation agreement.

4. Upcoming events:

- a. Commencements: May 16, Colleges of Education and Technology
 May 17, Colleges of Business and Arts & Sciences
- b. New Faculty Orientation – August 19-20
- c. Opening Faculty Meeting – August 22