

**Kelce College of Business
Chair's Meeting Minutes
October 22, 2008
2:30 pm**

Present: Ms. Becky Casey, Dr. Richard Dearth, Dr. Eric Harris

Absent: Dr. Dean Cortes, Dr. Felix Dreher

Dr. Dearth opened the meeting. He informed the Chairs that Dr. Rebekah Heath will receive a PSU Summer Teaching Enhancement Grant for the summer 2009 session. There was discussion on 2008 summer school and how much profit was made / lost by each college at PSU according to the information that was distributed at the Leadership Council meeting this week. Also distributed was information about summer school 2008 from the Office of Planning, Analysis & Assessment (Dr. Wilkinson). His reports included student credit hour #'s, and other data from the summer session.

A copy of a memo about preparing the spring schedule was discussed. Scheduling only Monday & Wednesday classes as was discussed in the Leadership Council meeting followed. The new rule, as discussed with the Provost, will probably begin with the fall 2009 semester and will be that 100-300 level classes cannot be scheduled on a MW schedule unless it is scheduled later in the day (after 2:00 pm).

Headcount data of Regents universities was distributed and discussed. Fort Hays has high numbers, but most of those are for internet / satellite courses, not actual classroom courses. PSU showed the most impressive numbers altogether of Regent's institutions.

The 2008 NSSE Benchmark Results were distributed. Some analysis of the reported numbers was made. Dr. Harris questioned what the actual sample sizes were in the survey and whether they should be considered to be "significantly meaningful".

Paid student employees will now have to have a sexual offender background check if the student employee will be working with minors (under age 18) on a regular basis. Career Services will maintain a list of student jobs which require a sexual offender background check. University Police will perform the check at no charge to the departments.

Replacement of windows, HVAC upgrades and renovation of bathrooms for the College of Business is on the schedule for summer 2009. Dr. Dearth will let departments know when and if these upgrades will be taking effect.

Dr. Dearth will be out of town to Northwest Arkansas on October 29. There will not be a Chairs meeting that day.

Other updates:

- November 3, Dean's, Director's, & Chairs Meeting
- November 6, Faculty Authors Reception
- Work has begun on updating the Master Plan for PSU

- Storm shelter review is due in two weeks.
- An additional \$1 million anonymous donation has been made toward the Student Health Center.
- NIMS – National Institute Management System. Police may be sending out information to offices to aid them in becoming certified.
- The Presidential Search is underway. A search firm has been designated and begun the process.
- Sustainability Planning – use of resources, recycling, waste disposal – is being encouraged.
- Early retirement of faculty. Faculty may now purchase, at Pitt State’s cost, their health insurance if they are eligible for retirement.
- New Faculty Orientation advisors will be holding a meeting in the near future

Dr. Dearth was approached by Pittsburg High School to develop an articulation agreement to enable a person taking a high school course in business to receive college credit for the course (MGMT 101) through an articulation agreement. PSU doesn’t presently have articulation agreements with secondary schools, just with community colleges. However, community colleges have entered into articulation agreements with high schools. These agreements would allow students to get college credit for taking the class while in high school, and the credit could in-turn transfer to four-year institutions. Dr. Dearth suggested that Pittsburg High School contact Fort Scott Community College to see about an articulation agreement with them for the course.

Dr. Dearth will be meeting with Dr. Scott on Monday regarding allocations for staffing.

Richard C. Dearth, Interim Dean