

Chairs Meeting
Kelce College of Business
AGENDA
Tuesday, November 10, 2009

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

1. Updates

- a. KBOR admission policy discussion
 - 1. A new uniform minimum standard will be established
 - 1. The proposed new policy would eliminate about 70 students who were admitted this academic year but these students could be admitted through the "window".
 - 2. Final report due to KBOR in December
- b. University writing task force
 - 1. Basically an analysis from Don Judd about what we should be doing
 - 2. Spawned by the NSSE and CLA stating that we don't write enough or that we write poorly
 - 3. Will establish a task force for writing policies at PSU
 - 1. College of Business representatives will be required to be on this committee (Chairs should give names of proposed reps to Dean Dearth)
- c. Low Enrollment Section Analysis – Response to Legislative Post-Audit
 - 1. College of Business is required to complete Low Enrollment Section Analysis
 - 2. Courses in the College were discussed and the surveys will be completed and sent to Dr. Ivy
- d. Diploma Changes
 - 1. Graduate diplomas will be changed to state that a student will receive a "Masters of Business Administration" with the concentration included
- e. Incomplete Policy & Grade Change Policy
 - 1. There is currently a movement to revise the incomplete policy (graduate level) at PSU – "Incomplete" grade is being abused
 - 1. UG level – not finished within a year the students receives an F grade
 - 2. Graduate level – incomplete is carried for longer than 1 year
 - 2. There is currently a problem with grades being changed and this is being discussed
 - 3. Expect a proposal in the coming weeks
- f. 4 State Technology Conference – Tech. Center – Sustainability
 - 1. Will be held this Friday, November 13
 - 2. Expect 300 to be in attendance
- g. Spanish Conversation in Construction - Spring 2010
 - 1. Team taught course by Construction and the Foreign Language Department
- h. Degree Completion Policy
 - 1. There used to be a statute of limitations for students wishing to return to school to finish a degree in six years, which has been abolished
 - 2. PLC discussed that this policy should be College-specific

3. Some additional proposals may be submitted to PLC

2. Departmental Issues

a. MGMKT - Nothing

b. CSIS – Nothing

c. ACCTG -

1. Leah Angleton, ACCTG GA, and Dr. Fogliasso published a paper together

2. Opportunities in Business Day

1. There were more attendees this year

2. Most comments were positive

a. Could be directed more toward community college students

b. Need more interactive projects with students (could use Kelce Leadership Council or SIFE students to assist with this project)

c. 45 minutes was too long for the sessions

d. Information sessions were very helpful to students

3. Date for next year – around the same as last year

d. ECON - Nothing

3. Discussion items

a. Curriculum Committee Report on Math 153

1. The Kelce Curriculum Committee submitted a report which was discussed by the Chairs and Dean

1. The committee believes that MATH 153 should continue to be offered by the Math Department with suggestions listed in the report.

2. Dr. Harris will set up a meeting with the Chair of the Math Department (Dr. Flood) to discuss the recommendations of the Kelce Curriculum Committee

3. Discussion followed on the number of quantitative courses offered at PSU and at other universities

4. Teaching MATH 153 in house in the COB will not be an option as there are not faculty available to teach the course

5. This topic will be discussed at the Kelce Faculty meeting on December 11

b. AQ-PQ Issues (fall 2013 is year of record for AACSB)

1. AQ (more academically focused) standards have become more liberal and PQ (more experientially focused) standards have become more restricted

2. A presentation will be made to Kelce faculty at the December 11 meeting to change the AQ/PQ standards to insure that AACSB metrics are met

1. AQ standards are currently very stringent and suggestions have been made to relax these standards

2. Publication dates will be FY 2009 forward

3. Need to look at standards and individual faculty to decide what it will take to make each faculty member AQ/PQ

4. Need to create a chart with 3 categories and get faculty to report which areas they will be publishing in. This will be discussed at the

December 11 Kelce meeting. Each faculty member must state up-front what areas they will be publishing in.

5. Chairs are asked to submit reports to the Dean by next week which will include an analysis of each faculty member in each department to determine if they are AQ/PQ
- c. Assessment Committee Report – Numbers for LiveText
 1. The report has been finalized – 500 will be reported to the bookstore
- d. Windows
 1. There was a meeting last week between Dean Dearth, Paul Stewart, the architect, the window people and physical plant employees.
 1. Some of the windows will have to be re-built based upon the meeting last week
 2. Plywood barrier will remain in place for both the glass destruction and the grinding of the posts.
 3. 1 crew can complete one window installation per day
 4. Installation will continue from winter break to spring break and into the May-June break
 5. Will begin on west side of building – 2nd floor, on to the south side of the building, then the east side of building, north side and then courtyard area on the west (2nd floor first on each side)
 6. Each faculty member will be responsible for moving their own belongings – will begin Monday, December 21 at 7 am
 7. Every window that is replaced will have wood blinds installed that match those in Accounting and Econ
 8. Outside doors will be replaced and bathrooms will be remodeled in SU 2010
- e. Spring issue of the Pitt State Magazine
 1. They are asking for input - if there are any ideas, please give input to Dean Dearth
- f. Dean, Director and Counselor's Day – 12/3/09
 1. COB will have an information table at this event
- g. Crouch Retirement - Position and Recognition of Dr. Crouch
 1. MGMKT will plan a recognition reception/party
 2. There is uncertainty about whether the position will be allowed to be filled based on funding. Can advertise and interview for the position and if funds are available at the time, the position will be filled.
 3. Discussion followed on the necessity of certain quantitative courses
- h. Youngman Research Grant Reports –
 1. All faculty reports were filed by October 31
 2. Letters were written to all that they had complied with the terms of the grant
- i. Summer Mini-MBA for Indian Students
 1. The International Programs Office is interested in setting up this program for summer. The College of Business would have to take care of all extra curricular activities, accommodations and travel.
- j. College of Business enrollment trends
 1. Were prepared by a GA and distributed to Chairs for information
- k. An ad hoc committee for quantitative curriculum/faculty position issues will be appointed by the Dean (suggestions for committee members are: Lee, Baack, Box (MGMKT); Roush, O'Bryan (ACCTG); Cummings or J. Harris (CSIS); C. Fischer, Lal (ECON)).

4. Upcoming events:

- a. Women in Government – November 13; 11:30am reception, speaker @ noon (Congresswoman Lynn Jenkins)
- b. Promotion dossiers are due Friday, November 13 (Dr. Heath)
- c. Thanksgiving Break – November 26-27 (No classes on 11/25)
- d. Summer 2010 allocations to Deans from Provost – December 1
- e. Kelce Holiday Party December 2
- f. Deans, Directors and Counselor’s Day – December 3
- g. Mandatory Kelce Faculty Meeting December 11
- h. Fall commencement – December 18
- i. Tentative Kelce Faculty Meeting – January 13
- j. Spring Classes begin – January 14
- k. Annual performance reviews due to chairs – January 19
- l. FY11 part-time funding requests to Provost – January 31
- m. FY11 part-time funding allocations to Deans from Provost – February 15
- n. Summer Schedule to Registrar – February 22
- o. Fall 2010 Schedule to Registrar – March 1
- p. Kelce Awards Banquet – April 26 @ 6 p.m.

Richard C. Dearth, Dean
Kelce College of Business