

Kelce College of Business  
**Chair's Meeting Minutes**  
Tuesday, November 17, 2009  
2:30 pm-4:30 pm

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

1. Updates

a. Presidents' Council

1. Housing Increase

1. PSU has applied to the Board of Regents for a housing increase

2. Sustainability report

1. This report was just submitted to the Board of Regents – Dr. Dearth can provide a copy to anyone interested

3. Robinson/Sherer Business and Industrial Roundtable

1. KBOR members are going to be attending this roundtable next week – it is not at PSU and no members of the PSU administration have been invited.

4. Clothing Policy

1. Official PSU apparel policy is available to be reviewed

5. Snow removal

1. All current bids for snow removal have failed and the contract will be rebid

b. FY 2011 staffing

1. Staffing reports have been submitted to the Provost

2. FY 2011 reports will not be available until at least the end of November

3. New positions can be advertised, but may not be filled according to the Provost

c. Parking at Grubbs & Russ Hall circle drive

1. More brown spaces will be put in parking lot behind Grubbs

2. Policy will be reported when finalized

d. University writing task force

1. 1 volunteer from the College of Business – Dr. Smith, Econ will participate on this committee.

2. Additional volunteers for the task force can be nominated

e. DOT CMS

1. Printing with DOT CMS is unpredictable and are trying to repair by December 8

## 2. Departmental Concerns

- a. MGMKT - none
- b. CSIS - none
- c. ACCTG - none
- d. ECON

- 1. Debbie will be out of the office until Monday due to a death in the family

## 3. Discussion items

### a. AQ-PQ Issues

- 1. Accepted Definitions of Academically Qualified and Professionally Qualified Faculty and AQ/PQ standards were distributed and discussed

- 2. Discussion followed on AQ/PQ standards and faculty members in Kelce who meet or do not meet these standards

- 1. AQ Standard 4 will require faculty to have completed additional coursework or study, intellectual contributions and service to provide a basis for participation as academically qualified faculty

- a. Publications by these individuals must be related to the area of teaching – traditionally have been case-driven

- 2. Professional Qualifications of Faculty

- a. Emphasis was on being professionally qualified (professional experience at the time of hire) at the AACSB conference that Dr. Dearth attended.

- b. Chairs are encouraged to get input from faculty about professional qualifications.

### b. Publications Chart

- 1. The differences between basic, applied and pedagogical research needs to be solidified.

- 2. Percentage of publications for each area needs to be set for each department/faculty member

- 1. this chart will be made up by the Chairs for their respective departments – due to Dr. Dearth before the end of the WF 09 semester

### c. Spring issue of the Pitt State Magazine

- 1. Give submissions to Dr. Dearth by this Friday

### d. Ad Hoc Committee for study of Quantitative Curriculum: Lee, Baack, Box (MGMKT); Roush, O'Bryan (ACCTG); Cummings or J. Harris (CSIS); C. Fischer, Lal (ECON) – Review Charge

- 1. Nothing to review today

- e. Math 153 Update
    - 1. No update – should have response by Nov. 30
  - f. Unit Plans
    - 1. These reports have already been completed by each department, but have not been officially submitted because of top-driven/bottom-driven strategic planning discussion by the administration
4. Upcoming events:
- a. KBOR – November 18-19
  - b. Thanksgiving Break – November 26-27 (No classes on 11/25)
  - c. Summer 2010 allocations to Deans from Provost – December 1
  - d. Faculty Senate – November 30
  - 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.

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November 17, 2009

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Richard C. Dearth, Dean  
Kelce College of Business