

**Kelce College of Business  
Pittsburg State University  
Chairs Meeting  
MINUTES  
Tuesday, December 8, 2009  
2:30 p.m. – 4:30 p.m.**

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

1. Updates

a. President's Council

1. Academic calendar was approved with equal days for each semester. Will now go to BOR for approval. Change should occur in 2011-2012.
2. Winter break will change from 4 weeks to 3 weeks.
3. Fort Hays State has a new journal available to give faculty an opportunity to publish in like universities.
4. Emergencies – a committee has been established that is looking into who is to be called in the event of an emergency. Currently 911 should be called which summons university police.
5. Early enrollment
  1. COB early enrollment numbers for Spring and Summer semesters have risen

b. Provost's Council

1. Tuition requests
  1. Tuition requests will be made to the BOR fairly soon. Provost's council was asked to give input regarding tuition requests to the Provost.
  2. A PSU committee will meet in January to make a determination on what to request for tuition.
  3. If there is a legitimate need for tuition increases, the committee will consider those requests.
2. CONED fee structure change – the current campus privilege fee is \$479 for full time students and \$43/hour for part-time students as explained by Dr. Peggy Snyder in the Provosts Council.
3. SGA Academic Affairs Committee
  1. Scantrons – SGA budgeted \$3,000 for scantrons to give out to students for the year and have already run out of their allocation for the year. SGA would like for faculty to be pickier in scantron use – not to use for 5-10 point quizzes, but use for 50-100 point exams only, or to go to using clickers.
  2. Dead Week – SGA is challenging what they have been determined to be a lack of a dead week policy. Currently students can have assignments due/exams during dead week if it is announced in the syllabus at the beginning of the semester.
  3. SGA doesn't like syllabi being posted on Angel and being expected to print it off for use in class.
  4. Student Finances
  5. Q&A with Deans and Chairs. SGA has requested this type of a session each semester with the Deans and Chairs.
  6. Legislative Post Audit report is on it's way
4. Sabbatical leave requests and rankings
  1. All sabbatical requests were approved (Connie Shum approved in the COB)
5. The two apartment complexes at Ford and Joplin streets have been purchased by PSU and will be razed. Most of the land will be used for parking

6. Vanessa Lee has been named to the NCAA top eight. PSU has more academic all Americans than any other Division II school.
  7. Board of Regents will visit PSU in April 2010. Deans will have input in what presentations will be made to the Board.
  8. Provost Search – telephone interviews are to begin on 1/11/10 with the search closing on 12/21/09.
  9. Modern Languages & Literatures – PSU currently has two openings for Spanish teachers and only one person qualified to teach French.
  - c. Summer Allocations – do not know what summer 2010 allocations will be as of this date.
2. Departmental Issues
    - a. MGMKT – none
    - b. CSIS – none
    - c. ECON – asked about adjunct funding for the time that Dr. Shum will be on sabbatical leave.
    - d. ACCTG - none
3. Discussion items
    - a. Faculty Meeting – December 11, 2009
      1. A preliminary agenda has been prepared and distributed to Chairs for discussion
    - b. ASSESSMENT LiveText teleconference – 1:30pm December 14, 2009
      1. Dr. Dearth asked Chairs to talk to faculty about the initial assessment that will occur in the spring semester. Everything will then be assessed in the fall.
    - c. Classes for CLA testing
      1. A senior level class is needed to do this testing
    - d. The Office of Analysis, Planning and Assessment – Copies of writing at 400 and above. Chairs are asked to remind faculty to do this.
    - e. CSIS Review – termination of CS major
      1. On Monday a meeting was called with the Provost and the Dean of Technology with Dr. Dearth, Ms. Casey and Dr. Dreher. Concerns as of this point are that the College of Technology has made no plans for teaching courses, etc.
      2. COB position is that we will continue to offer the courses for the CS major until the end of FY 2012. Nothing will change until the College of Technology has made plans.
    - f. Window replacement – sufficient crews will be available to complete the south and east face of the building over the holiday break. Faculty will not be allowed in their offices during construction. Balance of the windows will be replaced during spring break. SU 2010 – doors will be replaced, any additional windows that have not been completed and bathrooms will be remodeled.
    - g. MATH 153 – Dr. Harris will discuss in the Kelce College meeting on Friday
      1. Compared 15 AACSB schools – PSU offers more quantitative courses than all but 2 schools. Most of the schools offer a business calculus course. Only 4 of 15 schools have a stand-alone quantitative decision making course.
      2. Alternatives were discussed.
      3. Dr. Harris has discussed the alternatives with Dr. Lee and still needs to visit with Dr. Crouch. Dr. Lee is opposed to adding the content of MATH 153 to quantitative decision making or operations management courses.
4. Upcoming events:
    - a. Kelce Holiday Party December 9
    - b. Mandatory Kelce Faculty Meeting December 11
    - c. Fall commencement – December 18
    - d. Summer 2010 Staffing – revisit during January

- e. FY11 staffing – revisit during January
- f. Tentative Kelce Faculty Meeting – January 13
- g. Spring Classes begin – January 14
- h. Annual performance reviews due to chairs – January 19
- i. FY11 part-time funding requests to Provost – January 31
- j. FY11 part-time funding allocations to Deans from Provost – February 15
- k. Annual performance reviews due to chairs – January 19
- l. Summer Schedule to Registrar – February 22
- m. Fall 2010 Schedule to Registrar – March 1
- n. Kelce Awards Banquet – April 26 @ 6 p.m.

December 8, 2009

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Richard Dearth, Dean  
Kelce College of Business