

Pittsburg State University
Kelce College of Business
Chairs Meeting
MINUTES
Tuesday, January 19, 2010

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

1. Updates

- a. Program Review – Next Friday
 1. Program Review is still in the review process with the Board of Regents
 2. Teleconference with BOR will take place next Friday
 3. Lists of CC and Technical School graduates may be available in the near future for recruiting purposes
- b. Model Admissions Policy
 1. Model Admissions Policy will be put into place this semester
 2. An additional unit in Math and in Fine Arts will be required (total of 18 credits) – which may reduce the number of students meeting eligibility requirements
- c. 5 year Plan for On Line Degree programs
 1. The President is asking to see what this would look like in five years if this program was to be implemented
 2. Departments and faculty who teach on-line courses will probably be contacted to see if there is interest in teaching on-line courses for completing on-line degree programs
- d. Definition of a hybrid course
 1. Continuing and Graduate Studies (Peggy Snyder) is working on defining a hybrid course
 2. BOR has asked PSU for a hybrid course definition
- e. Metro Center
 1. KC Metro Center has been looking for a new location in order to generate more interest in programs.
 2. The landlord at the current facility has offered to make renovations and make space more visible.
 3. Parking is the only problem with the current facility location if the decision is made to stay there.
- f. Enrollment – 3.3% increase
 1. Enrollment for PSU is up for the spring 2010 semester by 3.3% - evenly divided between undergraduate and graduate students
- g. Study Abroad Coordinator - has been hired for the spring semester
- h. Gorilla Advantage Extension – NW Ark. Legacy
 1. A proposal will come out in the next few weeks to extend the Gorilla Advantage program into northwest Arkansas (at a special rate of 150% of in-state tuition)
 2. There will be a type of Gorilla Advantage proposed for “Legacy” people (relatives of alumnus). Not sure what the proposed tuition rate will be – 100% or 150%.
- i. Tuition Update – March 5
 1. Deadline for submissions for expenditures has been extended an additional week. The only submissions have come from Accounting and the College of Arts & Sciences.
- j. Online Fee Revision

1. This issue was discussed at the PLC in-depth. There are problems with non-residents being able to take on-line courses at in-state rates, some residents taking on-line courses at out of state rates, some students who live on campus are taking on-line courses and not paying any fees.
2. Dr. Snyder has been asked by Dr. Olson to provide a chart stating what exactly the problem is and how it can be fixed.
3. Dr. Dearth will provide Chairs with results
- k. Dr. Bunnell to Arrive on February 2 (Dean of Library Services)

2. Departmental Issues

- a. Accounting
 1. Need funds for staffing the Accounting Tutor Lab this semester – funds are only available for 13 hours per week this semester
- b. Computer Science/Information Systems
 1. Sent out a survey on MATH 153 topics last week and has received several responses.
 2. Chairs were encouraged to ask their faculty to respond to the survey even if they don't using the topics.
- c. Economics, Finance, Banking
 1. Debbie has informed Dr. Cortes that she will be retiring on March 5
- d. Management & Marketing
 1. Discussed Operations Management instructor position – possible PSU alum might be interested
 2. LiveText feedback from a graduate student was negative

3. Discussion items

- a. Administrative Specialist and Assistant Editor, Journal of Managerial Issues. Deb will be retiring on March 5th.
- b. A new Mini MBA program series of classes has been suggested by Dr. Box for July 2010 on Tuesday and/or Thursdays. Discussion followed on different options for this program. Kelce faculty have been solicited to teach sections of this program, however there hasn't been much interest. Chairs were encouraged to remind their faculty to respond to Dr. Box if they are interested in participating.
- c. Wednesday, Dr. Dearth and Blake Bard will visit Mr. Pete Esch in Arkansas to discuss several items
- d. Lunch w/Dr. Meats - Thursday - to discuss MATH 153 issues
- e. Kelce Restroom Remodel meeting – January 25
- f. Registrar's rule for scheduling classrooms
 1. Dr. Ivy stated that after all courses have been scheduled and posted then the Registrar believes they can schedule any open rooms
 2. Dr. Dearth has asked for a policy which he should receive soon.
- g. Assessment Meeting - January 25 (Monday) – to collect rubrics to get LiveText into operations
- h. Live Text – January 27 and 28
 1. Trainers will be on campus on Jan. 27 & 28
 2. Chairs are asked to find out from faculty who would like to be trained and when they are available. Schedule will be made up based on this.
 3. Mr. Bulk-E will be sent to students this week to inform them of purchasing the Live-Text key.
 4. Encourage those who will be assessing to come up with rubrics

- i. Scheduling Computer Lab
 - 1. Communications course was accidently scheduled to use the lab for their course this semester.
 - 2. Agreed to be bumped into room 111 if the lab is needed by someone else and will use 111 on Mondays.
 - 3. Policy was discussed at PLC about scheduling the lab for COB classes.
 - 1. Dr. Dearth asked Chairs for discussion on a policy for scheduling the Kelce computer lab for courses. Discussion followed. Dr. Dearth will ask for suggestions after Chairs get input from faculty.
- j. Annual Performance Reviews – from faculty are due today, January 19, 2010
 - 1. A total of 11 faculty will be requesting an “Exceptional” rating
 - 2. Chairs are asked to bring the faculty performance reviews to the next meeting for discussion.
- k. Student Technology Requests
 - 1. Accounting –
 - 1. Functions of projectors, flat screen with Elmo and Computer (this is currently in process)
 - 2. The whiteboards in the South lab need replaced badly.
 - 2. Econ –
 - 1. Flat screen in 203 Kelce
 - 3. CSIS –
 - 1. Upgrade computer lab computers
 - 4. Discussion on replacing carpet in the Kelce computer lab using technology funds. Chairs were asked to give Dr. Dearth feedback.

The meeting dismissed at 4:10 pm.

January 19, 2010

Richard C. Dearth, Dean
Kelce College of Business