

**Chairs Meeting
Kelce College of Business
Tuesday, January 12, 2010
2:30 p.m. – 4:30 p.m.
Dean's Office**

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

1. Updates

- a. Facilities Master Planning
 1. January 11, 2010 was distributed and discussed
 1. ROTC rappelling tower was discussed by the committee at length
 2. Fine & Performing Arts Center – ads have been placed for architects and should be available the first part of February
 3. College of Business – there have been no requests for designs at this point
 4. Presidents home – may not be re-built in the near future
- b. President's Council
 1. Commencement
 1. Issue was that there was difficulty at the last commencement getting everyone in proper order
 2. Discussion on holding spring commencement at the football stadium – will be discussed further
 2. Dr. Scott's Schedule
 1. Is currently in Topeka for the State-of-the-State address
 2. Will also be traveling to NCAA this month
 3. Will also be accompanying Senator Brownback to Israel this semester
 3. Follow Up of Legislative Post Audit Report
 1. A follow up report will be available soon for action purposes
 4. New Housing complex will be named Crimson Commons
- c. Provost's Council
 1. Provost Search Committee Update
 1. There are 32 total applicants and have begin telephone interviews for the top 10 candidates
 2. Will try to make an offer to the top candidate before spring break
 2. University Information Officer Search Committee Update
 1. There are 23 applicants and have narrowed down to finalists and conducting telephone interviews
 2. Will try to make an offer to the top candidate before spring break
 3. Dean of Library Services update
 1. New Dean will begin on Feb. 1 – Dr. Bob Bunnell has been hired
 2. Library web site has had changes made over the break. Bob Walter is willing to answer any questions that faculty might have.
 4. Black Student Association – Big 12 Conference (yearly)
 1. PSU BSA will be attending the conference in Austin this year and would like to have 20 of their members attend. The organization is attempting to raise funds to have each of these members attend. The College of Business is funding the registration fee for the 3 business students who will be attending.
 5. Giving Trends
 1. Over the last year, small gifts have increased; larger givers are down.
 6. Young Student Issues
 1. An 11 year old student has been enrolled in PSU courses for the spring 2010 semester. The students' parents will not be allowed in class with the student. Student will not be taking any business courses this semester.
 7. Program Review information

1. Handouts on program review were distributed for informational purposes.
2. Board of Regents will take up this issue in a subcommittee this month
8. Online SPTE
 1. Online SPTE has been discussed at PSU, but has been rejected. There is currently an ESPTTE available for on-line classes for which the return rate is very low, and results are probably skewed toward those who really like the teacher and those who don't like the teacher.
9. Reallocation of Student Equipment Fee
 1. This fee has been reallocated for the spring 2010 semester.
 2. Funding has to be used for student equipment purchases. Discussion followed on possible purchases.
 3. Dr. Dearth asked Chairs to get suggestions from faculty on how to spend the funds and to bring those suggestions to him at next week's chairs meeting.

2. Departmental Concerns

- a. ACCTG
 1. Ms. Casey's classes will be on Wednesday afternoons at U. of Arkansas
- b. CSIS - none
- c. ECON - none
- d. MGMKT - none

3. Discussion items

- a. Tuition proposal request
 1. First will find out what increased expenses will be and add to that 1% or 2% and earmark that percentage for academic affairs support. 1% raises approximately \$272,000.
 1. Possible uses for the funds as discussed by PLC were to fund library updates (over 2 years) or to fund a Student Success Center which would be an on-going budget item.
 2. Colleges are asked to determine what assets we have that would contribute to a Student Success Center, and to decide what we really need and quantify and justify it as to how it would support student credit hours. The tuition committee will meet next week, so Dr. Dearth has to have input by the end of this week. Suggestion was made to have a 2% increase so that the Student Success Center could be funded as well as funding other items.
- b. Youngman Application Date – is currently Feb. 15 which is the same date that the summer budget is due to Academic Affairs. Proposal to change date for Youngman applications to February 1.
- c. Spring Faculty meeting – on Wednesday, January 13
 1. Dr. Dearth asked Chairs if there were any items that need to be discussed
 1. Preliminary discussion items are:
 - a. LiveText
 - b. Weather cancellations
 - c. Youngman Application Date
 - d. AQ/PQ Ad Hoc Committees
 - e. Windows/renovation issues
- d. Annual Performance Reviews – if applying for top rating faculty will have to complete application on paper
- e. Math 153
 1. Dr. Dearth and Dr. Meats will have an informal meeting next week about the course.
 2. MATH 153 Committee will meet to make final recommendations (Dr. Chandra will replace Dr. Cummings on the Committee). Dr. Dreher as Chair of the committee discussed the committees' current findings comparing PSU's quant/stats/operations sequence and course content with other specific universities offerings. Preliminary suggestions from the committee

are to eliminate Elementary Statistics and Quantitative Decision Making – students would still take a Business Calculus course. Discussion followed between the Chairs and Dean. Committee will meet and make conclusions.

- f. Assessment - LiveText Update
 - 1. Ida Asner will not be available for training until February.
 - 2. MGMKT 645 and MGMKT 444 will be using LiveText this semester
- g. Faculty Qualifications Committees
 - 1. Committees need to meet to make recommendations
- h. Renovations Update
 - 1. Windows have been replaced over to one of the CSIS labs on the east side, 2nd floor.
 - 2. Opaque glass should be supplied for the first floor ladies room this week.
 - 3. Entire east side has not been completed.
 - 4. Blinds were ordered for every window. Salvaged blinds will be used elsewhere if needed.
 - 5. Balance of the materials will be stored in the basement.
 - 6. Contractor will return at spring break to replace windows in MGMKT, ACCTG, 203, 111, & 112. Offices should be ready to go by Saturday before spring break begins.
 - 7. SU 2010 south face and the rest of the east face of the building will be completed, as well as windows on the west side, and 224 windows.
 - 8. All exterior doors except for OIS and the auditorium will be replaced during the summer.
 - 9. All bathrooms will be remodeled during summer school – one floor at a time.
 - 10. Masonry repair project will take place during SU 2011. Entire outside of the building will be cleaned after all windows have been installed.
- i. Kelce Computer Lab
 - 1. A communications class has been scheduled in error in the Kelce Lab at 9:00 MWF during the spring semester.
 - 2. Dr. Dearth asked that Chairs look at their courses to see if there are conflicts.
 - 3. MFT is scheduled to use the lab one of the days that the Communications class is scheduled to use the lab.

4. Upcoming events:

- a. FY11 staffing – revisit during January
- b. Kelce Faculty Meeting – January 13
- c. Classes Begin – January 14
- d. Annual performance reviews due to chairs – January 19
- e. FY11 part-time funding requests to Provost – January 31
- f. Scholarship applications due – February 1
- g. Youngman grant applications due – February 1
- h. FY11 part-time funding allocations to Deans from Provost – February 15
- i. Summer Schedule to Registrar – February 22
- j. Fall 2010 Schedule to Registrar – March 1
- k. Kelce Awards Banquet – April 26 @ 6 p.m.
- l. Kelce Board of Advisors – May 3, 2010
- m. KBOR @ PSU – April 2010
- n. Spring commencement – May 14 (COE, COT), May 15 (CAS, COB)

The meeting dismissed at 4:20 p.m.

January 12, 2010

Richard Dearth, Dean
Kelce College of Business