

**Pittsburg State University**  
**Kelce College of Business**  
**Chair's Meeting Minutes**  
Tuesday, February 23, 2010

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

1. Updates

a. Kansas Board of Regents

- Distance Education Plan
  - a. A copy of the Kansas Board of Regents draft plan was distributed and discussed with the Chairs.
  - b. The plan applies to all programs and courses that are considered to be distance education courses.
  - c. The plan now carries more significance than was originally thought because it focuses on courses, not just programs.
  - d. Chairs were asked to review this plan with faculty.
- Program Review Reorganization
  - a. New program review guidelines are being redefined. Mostly to redefine minimas.

b. President's Council

- Reorganization of Public Relations and University Marketing
  - Marketing and Communication area have been reorganized according to the new organizational chart that was distributed
  - New Associate Vice President for University Marketing and Communication will be hired in the near future.
- Strategic Planning Forum
  - Strategic planning forums will be held on March 2 and March 3 and will be presented by President Scott. Sustainability will be the main topic.
- FY10 Expenditures
  - Student Technology and OOE funds must be totally spent this fiscal year. Plans should be made for spending remaining funds.
- Affinity Plates in Missouri
  - PSU Affinity plates will be available for Missouri residents
- Performance Appraisal Deadlines
  - Deadline is March 1 for distributing performance appraisals to faculty
- Board of Regents Meeting – PSU April 16
  - Need presentations from organizations/departments.

c. Provost's Leadership Council

- Tuition request proposal
  - a. Copy of Academic Affairs tuition proposal was distributed and discussed
- NW Arkansas agreement
  - a. NW Arkansas Agreement is to go forward to extend the Gorilla Advantage area to Benton and Washington counties in Arkansas
  - b. Discussion followed on ACT scores/caliber of students from Arkansas
- Performance Agreement report
  - a. PSU met the criteria for this
- Performance Appraisal outcomes
- Student equipment fee expenditures
  - a. Departments should let Dean Dearth know if they have wishes for spending these funds

- Use of University Facilities for Profit Making Groups
      - a. An outside group has asked to use Grubbs hall to give a seminar on the judicious use of firearms and to charge a fee for each attendee.
      - b. There is not currently a policy on the use of University/state facilities.
      - c. Discussion followed on whether there should be a policy put into place for those groups requesting use of university facilities for profit making or not for profit groups
2. Departmental Concerns
- a. MGMKT - none
  - b. CSIS - none
  - c. Acctg - none
  - d. Econ
    - 1. New Admin Specialist is in training with Deb
3. Discussion items
- a. Focus Groups for Writing
    - 1. A representative from each department in each College is needed for these writing focus groups
      - 1. Recommendations: Dr. Cummings, Dr. Fay, Ms. Freund, Dr. Fogliasso
  - b. LiveText
    - 1. Joe Nagel from LiveText will be on campus on Feb. 24 for student and faculty training.
  - c. Scholarships
    - 1. Chairs are asked to review the proposed scholarship awards and give input to Dean Dearth as soon as possible
  - d. Student Equipment Fee Purchases
  - e. AACSB Webinar - Guidance on Strategic Management Standards (1-5) - 03/03/2010@9:00 a.m. in Dean Dearth's office
  - f. Winter/Fall 2010 Schedule - due to Registrar March 1 - will be discussed at next week's Chairs meeting
  - g. NAFSA conference in Kansas City, June 1-4
    - 1. This will be a very large conference to include many international constituents.
    - 2. Chuck Olcese will be bringing some of the participants to PSU after the conference.
  - h. Reporting Accounting Concentration for MBA
    - 1. Dean Dearth discussed the letter he received from the Registrar stating that the Accounting concentration in the MBA is being reported under the Department of MGMKT.
    - 2. The only #'s that have been reported to the Board of Regents are #'s for MBA graduates only, not the individual concentration areas.
    - 3. We may be required to make changes in the university catalog.
4. Upcoming events:
- a. Dean off campus - February 25 & 26
  - b. Dr. Jim O'Donnell - Provost Interview - March 1, 2010
  - c. Fall schedule due March 1
  - d. Performance Appraisal due to Faculty March 1
  - e. CIO Interview - Steve Wormsley - March 2
  - f. University Strategic Planning Forum on Sustainability - March 2 @ 11:00 a.m. in 109 Grubbs, repeated March 3, @2:00 p.m. in 102S Kansas Technology Center.
  - g. AACSB Webinar March 3 at 9:00 a.m.
  - h. Dr. Quddus - Provost Interview - March 5
  - i. Debbie Swindle Retirement Party - March 5 @ 2:30 p.m.

- j. Dr. Alice Greife - Provost Interview – March 8, 2010
- k. CIO Interview - Brad Williams – March 9
- l. Spring Break March 15 – 18
- m. Deans, Directors and Chairs – March 24
- n. Executive On Campus – Gene Baldwin – March 25, 2010
- o. Dean off campus – April 8 - 11
- p. Early Enrollment for Su 10 and WF 10 April 12-16
- q. KBOR here – April 16
- r. COB Banquet April 26
- s. Kelce Board of Advisors – May 3
- t. PSU Service Awards – May 6
- u. Finals May 10-13
- v. BGS Installation – May 14 – 3:00 p.m.
- w. Spring commencement – May 14 (COE, COT), May 15 (CAS, COB)
- x. Dean off campus – May 26 – June 8
- y. NAFSA conference in Kansas City, June 1-4.
- z. 1<sup>st</sup> Summer Session Begins – June 7, 2010
- aa. 2<sup>nd</sup> Summer Session Begins – July 2, 2010

Richard Dearth, Dean  
Kelce College of Business

February 23, 2010