

**Kelce College of Business
Pittsburg State University
Chairs Meeting Minutes
May 11, 2010, 2:30 p.m.**

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

1. Director of OIS – Angela Neria
 - a. Working on coordinating information/communication between OIS, academic techs, and Center of Teaching & Learning Technology
 - b. Concerns over decentralization of licensing
 - i. Chairs are asked to give Dean Dearth information about what licenses are paid by each department
2. Outstanding Senior Man and Woman at PSU
 - a. No one received this honor in 1964, 1965 & 1966
3. New dormitories on Joplin Street
 - a. First structure will be occupied by June 1, 2010
 - b. Quincy Street will be widened to 3 lanes from Broadway east to the railroad tracks
4. Gold Parking Lot
 - a. Lot will be resurfaced and fence removed – hopefully during SU 2010
 - b. Entrance and exits may be moved
 - c. Lot will be closed during construction
5. Kansas Board of Regents May Meeting
 - a. A 5.5% tuition increase for PSU will be requested next academic year.
 - b. This increase will help pay for anticipated increase in costs of health insurance, utilities, unemployment compensation, etc.
 - c. Academic Affairs should receive 1% of this increase to be used during AY 2010-2011.
 - d. It is anticipated that Accounting & Construction professors will be hired at PSU if the economic situation stays as it is.
6. Barnes & Noble Bookstore Hours
 - a. The bookstore states that it doesn't make any money after 5:00 p.m., and therefore, they don't want to be open later than that
 - b. The compromise for the bookstore is to close at 6:00 p.m. and they will look into putting a vending machine with scantrons and #2 pencils in the building so that night school students would be able to get these supplies.
7. Reorganization of the College of Arts & Sciences
 - a. This reorganization will be announced next week
8. Commencement
 - a. Expectations of faculty attendance at commencement (according to the Provost) are that faculty attend one commencement in regalia per academic year.
 - b. Chairs should communicate this expectation with their department faculty
9. Vacation Schedule

- a. Chairs are asked to give Dean Dearth a list of days they will not be on campus this summer so that the Provost will have this information
 - b. Dr. Harris will be the building representative while Dean Dearth is gone on vacation in May-June
- 10. Chairperson Administrator Performance Review Instruments
 - a. Performance Review Instruments for 2009 and Goals for next year are due from Chairs to Dean Dearth
 - b. Dean Dearth will give the Chairs a letter of review in July and will report progress to the Provost in August
- 11. The current Facilities Master Planning Committee Report was distributed
 - a. Architect for the Fine & Performing Arts Center will be selected soon
 - b. Architect for the Comprehensive Master Plan has been selected
 - c. Working on a plan to build on to the Student Center into the oval area
 - d. Apartments across from the Alumni Center have been purchased and will be demolished to make more parking areas
 - e. 2nd floor of Hartman Hall and the old Student Health Center both have extra space available for additional uses. There is uncertainty of how these spaces will be used.
- 12. “New Faculty Workshops Attended” by college for FY 2010 was distributed for Chairs to review
 - a. Dr. Olson is not happy with the turnout at these workshops for new faculty
 - b. New faculty will be highly encouraged to attend these workshops
- 13. Summary Information on 2009 Appraisal of Faculty was distributed for Chairs to review
 - a. If/when merit increases are re-implemented than some of the appraisals may change
- 14. Department Reports
 - a. Management and Marketing (Dr. Harris)
 - i. Sang Lee, new hire, has been in Pittsburg looking for housing
 - ii. Dr. Crouch is working on cleaning out his office
 - b. Economics
 - i. Taiwan Summer Program information has been distributed
 - ii. Internships are available for summer
 - c. CSIS – none
 - d. Accounting – none
- 15. Window installation
 - a. Order of proposed window installation:
 - i. Room 207 on May 17 – should be a 1-2 day project
 - ii. East side of the building – women’s bathroom and north toward CSIS complex
 - iii. Management and Marketing offices
 - iv. Windows that face Broadway at the back of room 224
 - v. North side of building
 - vi. Windows should be installed by sometime during the first summer session
 - vii. Doors will be installed after the window installation is complete
- 16. Bathroom remodeling

- a. Could begin as early as May 17 in downstairs restrooms
 - b. All toilets will be re-used and reset
 - c. New urinals will be installed in the men's bathrooms
 - d. Marble stalls in all bathrooms will be salvaged for other purposes
 - e. Bathroom remodeling will take most of the summer when classes are in session
 - f. Electrical re-wiring may be taking place during the bathroom remodeling
17. New generator will be installed for OIS this summer
 18. Parking area behind Mgt & Mktg complex will be closed all summer to be used for storage for windows, remodeling items, generator installation, etc.
 19. Green trim on building will be re-painted if an appropriate color can be found

The meeting dismissed at 3:40 p.m.

Richard Dearth, Dean

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