

MINUTES

Kelce Leadership Team Meeting
8:30 a.m. January 25, 2012

Present: Ms. Rebecca Casey, Dr. Bienvenido Cortes, Dr. Paul Grimes, Dr. Michael Muoghalu

Guests Present: Dr. Craig Fuchs, PSU Honors College Director

- I. Craig Fuchs – Honors Project Proposal
 - a. Proposal has been discussed at the Honors College student level and administratively on campus.
 - b. Dr. Fuch’s wanted to make sure that department chairs are aware of the new proposal for honors college students (proposal attached to minutes). This is an alternative way for honors college students to receive departmental honors and students would graduate with Departmental Honors moniker on their transcript.
 - i. Would require honors college students to take additional hours for many majors – no free electives in most BBA programs.
 - ii. Discussed faculty involvement as mentors for project.
 - c. Faculty Senate will need to approve the proposal after consensus is reached in each college.

- II. AACSB Standards Self-Assessment Project – CMM
 - A. Sign-up procedures were distributed and discussed
 - a. There will be 8 teams of 4 faculty and will cover all of the standards.
 - b. Dr. Grimes will ask Chairs to take lists back to departments and have faculty fill in the standard they wish to work on.
 - c. Groups will select their own leader/chair.
 - i. Dr. Grimes will meet with all leaders and give them their charge before the teams meet.
 - ii. Interim report will be due from teams before Spring Break.
 - B. Timeline for completion
 - a. Chairs are asked to submit their lists of faculty choices by the next KLT meeting on 2/1/12.

- III. PLC Update
 - A. Graduate and Continuing Education Dean Search Committee
 - a. We need 2-3 names of faculty to serve on the Graduate and Continuing Studies Dean search. Need to nominate 1 Chair and 2-3 faculty from the college on the committee (Dr. Muoghalu, Dr. Roush, Dr. C. Lee).
 - B. iPad initiative
 - a. The Provost has been able to secure \$100,000 for iPads for faculty.
 - b. All colleges will provide a small matching fund. Probably will be \$50 per iPad
 - c. Will all faculty want an iPad? Chairs are asked to survey their faculty to see who is interested in having an iPad. Need this information by the time that PLC meets next week.
 - C. PLC had lunch with Space Utilization consultants after the PLC meeting
 - a. Issue of the PSU band using space in Kelce was discussed:
 - i. There will be a dedicated space in the new Fine & Performing Arts center for the band.

- ii. Unless something changes the band will move to the Fine & Performing Arts Center when it opens.
 - b. PSU Administration is asking the Space Utilization consultants to do some additional work before plans are finalized. Sequence of events will need to be finalized as far as remodeling and renovation of the building.
- IV. Updates and Announcements
- A. Dean Grimes
 - a. SEKBJ author volunteer – Dr. Heath has volunteered to write an article for the next issue of the journal
 - B. Ms. Casey (ACIS)
 - a. Still promoting the new section of ACCTG 201. There are currently 10 students enrolled.
 - b. Added more seats in the computer lab for larger CIS classes. Will need a longer term solution for making the lab bigger.
 - c. Ms. Casey has been in contact with a retired individual interested in teaching Accounting as a visiting professor (temporary position).
 - d. Many issues with computer science students.
 - e. Dr. Fay will be on sabbatical in the fall.
 - f. Issue of validating courses – 300 level courses can be validated from other schools/ community colleges.
 - g. Furniture deliveries from Physical Plant have been damaged when delivered because it was not checked at the Physical Plant when it was delivered.
 - C. Dr. Cortes (ECON)
 - a. Has received one application for exceptional performance rating. Performance appraisals will be reviewed at a later date.
 - D. Dr. Harris (MGMKT)
 - a. Currently have 20 applicants for the open Management Assistant Professor position.
 - b. Dr. Murray has received tenure and promotion to Associate Professor effective next fall.
 - c. Discussion followed on MGMKT 101 Introduction to Business and whether it should count toward a business degree rather than an elective or as a course just for non-business majors.
 - i. Might work on a new description for the course.
 - ii. Dr. Harris will present concerns to MGMKT/Kelce UG curriculum committees.
 - d. Textbook ordering on-line
 - i. need to make sure that on-line order forms are correct so that phantom books are not added
 - E. Dr. Muoghalu (MBA)
 - a. Working on formalizing MBA procedures (this was a charge to the MBA-PAC).
- V. Old Business
- A. Faculty Awards – process and deadline – tabled for next week
 - B. COB Slide Show – tabled until next week
 - C. Committees will need to be held accountable for their charges, rather than allowing one person to carry the load and do all the work.
 - D. February 6 – 8:00-12:00 Meeting on AQ/PQ in 121 Kelce (Dean, Chairs & MBA Director)

VI. New Business

- a. Part-time Requests for FY 2013 are due to the Provost on 1/31. Chairs are asked to submit their requests to the Dean by the end of this week.
- b. Discussed scholarship award procedures. Will use the same procedure this year, but will look at changing it for next year.

VII. Adjourn at 10:30 a.m.