



MINUTES

**Kelce Leadership Team Meeting
1:00 p.m. August 28, 2013**

Present: Ms. Becky Casey, Dr. Din Cortes, Dr. Paul Grimes, Dr. Eric Harris, Dr. Mike Muoghalu

- I. Beta Gamma Sigma Key – Memo to Lynette
 - a. Memo was sent to Dr. Olson from Dr. Grimes to try to obtain a BGS key for Kelce.
 - b. AACSB will allow schools to pay the \$7,000 fee for the key in installments. We have received a \$500 initial donation.
 - c. 3 levels of PSU administrative groups will have to approve allowing this to be put outside the Kelce building.
 - d. Dr. Grimes and Holly have been working on coordinating a Young Alumni group and one of their charges will be to come up with the \$7,000 fee.

- II. Low Course Enrollment Discussion from PLC
 - a. Prior KBOR Review & New Legislative Inquiry
 - i. There were prior discussions in 2009 regarding low course enrollment and what to do about it.
 - ii. Report was developed to justify low enrollments at that time.
 - iii. There is a new legislative inquiry regarding potential low enrollments at regent's institutions.
 - iv. Discussed potential issues and solutions. There seem to be very few Kelce courses with low enrollment issues.
 - b. Contingency clause in adjunct contracts?
 - i. There is no contingency clause in adjunct contracts about courses having a certain (high enough) enrollment in order to meet and to continue to hire these adjunct faculty.
 - ii. Discussion followed on hiring adjunct faculty in Kelce and the courses they teach.

- III. OER – Open Call for Participants – (will reduce the cost of textbooks for students)
 - a. Grant Opportunity – Lumen would like for PSU to participate in the OER program.
 - b. 5 Business Courses Available to utilize the OER program.
 - i. Lumen is asking if faculty are interested in participating in this program. Training would be provided.
 - ii. One faculty member on campus is running one of these classes this semester, and next semester several faculty will participate.
 - iii. Dr. Olson would like to have participants from the COB faculty. Please give names to Dr. Grimes. Need to have names of faculty by the end of this week. All chairs indicated faculty are not interested in participating.

- IV. United Way Pledge – Banners No Longer Available
 - a. Pledges will no longer cover advertising COB on banners.
 - b. Question is what else would we like to contribute our funds to for the United Way. There are several different ways for us to contribute – this would get the Kelce name out there.
 - i. Consensus was to donate \$500 toward poster production. Might still be able to add our logo/name to their web site if it's available.

- V. Discovery and Research Committee – Representatives needed from each department
 - a. Dr. Lal will be the representative from ECON; Dr. Choong Lee will be representative from MGMKT; Dr. Del Vecchio will be representative from ACIS.

- VI. AACSB
 - a. Tables
 - i. Dr. Harris discussed AACSB requirements.
 - ii. Will not know for sure what will be required until AACSB Team leader comes to PSU for his visit in October.
 - iii. Tables may need to be prepared by major/discipline or program.
 - b. Exhibits for Team / Website
 - i. Distributed contents of evidence room from 2008.
 - ii. Reviewed the list to see what should be included for this review period.
 - c. Bullet Points
 - i. Will make a copy of each of the bullet points lists from each KLT member and compare and then make a master list.
 - ii. Discussion followed on bullet points. Bullet points should be very broad.
 - d. Resume template
 - i. Discussed using the Kelce vita template in Digital Measures. Dr. Grimes will contact Dr. Sha about implementing this.
 - ii. KLT were asked to submit updates/changes for the vita template if needed.

- VII. Chamber of Commerce Dates – Sign Up
 - a. Dr. Grimes has asked all KLT to sign up for COC dates/breakfasts.
 - b. KLT will send dates of attendance for COC to Mimi to create a master list.

- VIII. Updates and Announcements
 - A. Casey (ACIS)
 - a. Opening student organization meeting will be tonight in room 203.
 - b. Ms. Casey will not be going to Orlando this year.
 - B. Cortes (ECON)
 - a. Will be contacting the outstanding alum soon.
 - C. Harris (MGMKT)
 - a. Discussed software that Dr. Sang Lee is requesting to be purchased.
 - b. Visited Tom Box last week.
 - D. Muoghalu (MBA)
 - a. Sept 16 will be the beginning of the next Mini-MBA Program (one week).
 - b. Digital Library Management course will take place in October.
 - c. MBA Enrollment – about 118 (same as last fall)

- IX. Old Business
 - a. There were two finalists for the ACIS Chair position. Have interviewed one candidate. The other candidate from India has a questionable character and will not be interviewed. The committee is working to interview an additional candidate.

- X. New Business
 - a. Discussed presentation by Dr. Scott yesterday regarding possible enhanced partnership with Ft. Scott Community College.

- XI. Adjourn – 3:10 p.m.

Dates to Remember:

- A. AACSB Meeting in St. Louis – September 22nd - 24th
- B. Outstanding Alumni Award – Dave Harrison (BBA '92) October 4th and 5th
- C. Kelce Golf Tournament – October 7th
- D. Hospitality Tents – September 21st (with A&S; Family Day) and October 5th (with COT; Homecoming)
- E. Rua Skybox Host – November 2nd – Northwestern Oklahoma Game
- F. AACSB Fifth Year Report Deadline – December 9th