



**MINUTES**

Kelce Leadership Team Meeting  
2:30 p.m. August 19, 2014

**Present:** Dr. Din Cortes, Dr. Paul Grimes, Dr. Eric Harris, Dr. Peter Rosen

Miscellaneous from PLC (8/19/14)

- A. Mini Grants for Student Competitions/Presentations
  - a. The PSU Foundation has allocated \$8,000 to the Provost's Office for grants for student conference presentations/competitions.
  - b. Dr. Olson will send out a list of criteria soon.
  - c. One-half of the funds will be allocated in the fall and one-half in the spring semester.
- B. Enrollment – Responsibilities/Attitudes
  - a. Enrollment figures are now going to the Dean's on a day-to-day basis.
  - b. PSU is around 55 students down from this time last year. The President would like to see enrollment growth stay steady.
  - c. The Provost would like the entire university involved with admission/recruiting activities.
  - d. There are quite a lot of students who were to be considered seniors this year who are not returning to PSU. Enrollment services has asked the departments to contact these individuals.
- C. Departmental Showcase idea
  - a. Faculty from across campus would be invited to departments to showcase those areas.
  - b. KLT likes this idea.
- D. Digital Measures – Campus-wide contract/Pilot Project
  - a. PSU is negotiating a campus-wide contract for Digital Measures.
  - b. The Kelce College will be rolled into the new contract.
  - c. There will be around 30 faculty who will utilize Digital Measures this year for performance appraisals as part of a pilot project.
- E. HLC – Student Achievement Data – Public Availability
  - a. Jan Smith reported that HLC has a new federal mandate to include student achievement data in our public reporting.
  - b. A survey will be conducted of current achievement/assessment data to see what PSU is already doing. (MFT & AOL data).
- F. KNEA Contract – P&T Timeline Issues
  - a. KNEA decided to delay the vote of the new contract by the faculty to this week.
  - b. Created some issues as far as P&T timelines.
    - i. A consolidated tentative timeline – as negotiated this summer with KNEA – has already been sent out by the Provost's Office. May need to be recalled because contract is not yet ratified.
    - ii. Chairs will most likely be asked to use the old contract timelines this fall and then begin using the consolidated timeline next year. The Provost will inform all when the issue is resolved.
    - iii. Dr. Harris and Dr. S. Lee are the only two faculty in the college who are going up for promotion/tenure this year.
- G. Office Hours
  - a. PLC discussed this issue about office hours being obsolete (from article in the *Chronicle*).
  - b. PSU does not have a formal policy on office hours.
  - c. Faculty need to make themselves accessible to students – in a variety of ways.

- H. Professional Development day was a big success this year.
  - a. Peter, Anil, Lynn and Suzanne presented sessions
  
- I. College Specific
  - A. Scholarship Awards
    - a. There were three scholarships that still need to be awarded. Chairs will find students for these awards.
    - b. Dr. Rosen reported that the university (ACIS) received funding from Phillips 66 (awards to scholarships, career services and student organizations).
  - B. MBA Review Task Force
    - a. MBA Review Task Force met last week.
    - b. Dr. Grimes will send a memo to all faculty in Kelce to explain what is expected to be accomplished this semester with the MBA program.
    - c. Discussed that the MBA Program needs to be a self-contained program.
      - i. Homeland Security will have a new policy in place by next year to require that all students have non-conditional visas.
      - ii. Right now the vast majority of MBA students are here on conditional visas.
  - C. Kelce – Capital Campaign / Upcoming Meeting
    - a. Feedback from announcement of the new Capital Campaign.
      - i. There has been no feedback from faculty – discussed that this is the silent phase which may have been misconstrued by some.
  - D. Assessment Feedback Reports / Program Reviews
    - a. Assessment feedback reports discussion will be tabled for another meeting.
    - b. Program Review reports will be due to Dr. Grimes by September 1.
  - E. Update Contact Info – contact list will be distributed when finalized
  - F. Chamber Coffees
    - a. Distributed a list of weekly Chamber Coffees.
    - b. Dr. Grimes would like to have Kelce represented at each of these meetings.
    - c. Chairs were asked to send dates they are available to attend to Mimi.
  - G. A list of dates that Dr. Grimes will be off campus was distributed. Dr. Grimes will assign the Chairs to fill in as needed.
  
- II. Welcome Back to School Picnic – Next Tuesday – Workers Needed!
  - a. Need faculty assistance with the picnic.
  - b. GA's and others are needed especially to set up and take-down.
  - c. Fastenal will be in attendance and will be donating all of the water for the event.
  - d. PLC has been invited to the picnic.
  
- III. Updates and Announcements
  - A. Din Cortes (ECON)
    - a. Dr. Cortes' trip to Paraguay and the course he taught went well. He had 23 students in the class. He also met with administrators at the university. Several students have been recruited to come to PSU.
  - B. Eric Harris (MGMKT/MBA)
    - a. He has been enrolling a lot of MBA students. Group enrollment of exchange students did not work well.
    - b. He visited with Pete Esch yesterday and has scheduled a meeting to work with Sonic Restaurants (which he owns) on research.
  - C. Mike Muoghalu – On Administrative Leave
  - D. Peter Rosen (ACIS)
    - a. First department meeting will be held next week.
    - b. Discussed CLEP test taken and passed by a student.
    - c. Will be going to Leggett & Platt next week with Career Services.

- d. Dr. Rosen will be attending a lecture of each faculty member in the Department. He will ask to be invited to a class.
- B. Old Business - none
- C. New Business
  - a. Holly Kent and Dr. Grimes went to Parsons to visit with Bill Neighbors, KBOA President yesterday to discuss several issues.
- D. Adjourn – 4:00 p.m.

**Dates to Remember:**

- A. Welcome Back Picnic for Students – Tuesday, August 26<sup>th</sup>
- B. Labor Day Holiday, No Classes – Monday, September 1<sup>st</sup>
- C. Meet the Firms Day – Monday, September 8<sup>th</sup>
- D. Company Day at KTC – Wednesday, September 24<sup>th</sup>
- E. Executive on Campus Visit by Bill Lewis – September 25<sup>th</sup> through 27<sup>th</sup>
- F. Rua Skybox Host – September 27<sup>th</sup> – Fort Hays State Football Game (Family Day)
- G. Rumble in the Jungle Senior Saturday #1 – October 4<sup>th</sup>
- H. Kelce Golf Tournament in Johnson County – Monday, October 6<sup>th</sup>
- I. Outstanding Alumni Award Recipient, Ben Burns – Friday, October 10<sup>th</sup>
- J. Fall Break, No Classes – Thursday and Friday, October 16<sup>th</sup> and 17<sup>th</sup>
- K. Career Expo at Student Center – Thursday, October 23<sup>rd</sup>
- L. Majors Fair for Undeclared Students – Tuesday, October 28<sup>th</sup>
- M. John Lowe visit – November 4<sup>th</sup>
- N. Career Expo at Student Center – Thursday, November 6<sup>th</sup>
- O. Rumble in the Jungle Senior Saturday #2 – November 8<sup>th</sup>
- P. Thanksgiving Break, No Classes – November 26<sup>th</sup>, 27<sup>th</sup>, and 28<sup>th</sup>
- Q. Kelce Dean/Chairs/Faculty Meetings with the President and Provost – TBD