

A G E N D A

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

- I. Guests – discussion of university data and analysis
 - Dr. Jan Smith, Assistant Vice President for Institutional Effectiveness
 - Dr. Dai Li, Director of Institutional Research and Planning

Group discussed availability of institutional data for planning and administrative use. Specifics included data relevant to recruitment and retention. KLT requested consideration of providing multiple measures of “retention” and “progression toward degree” to reflect institutional realities of the business school. Everyone agreed that definitions of calculations behind various statistics need to be more widely shared to further understanding and appropriate use.

- II. Miscellaneous
 - A. No PLC Meeting this week
 - B. Post-tenure Review – four Kelce faculty in first group this year

Chairs discussed procedures to be followed as outlined in the union contract. No problems were foreseen. The process timeline begins after the annual performance appraisals are completed.

- C. Enrollment issues discussion
 - a. Overloads – distribute printout

Group discussed overload behavior of undergraduates and agreed to minimize undue course burdens for low performing students. Discussion of how tuition policy encourages oversubscription of courses.

- b. Drop behavior – class experience

Dr. Grimes described his classroom experience this fall – 25% drop rate was well outside his prior experiences. Discussion centered on how Pitt State tuition policy under-values courses and encourages enrollments that will result in drops. Also, not financial penalty for drops. Dr. Grimes will prepare memo for the Provost.

- D. Commencement, Friday, December 12th – encourage faculty participation (8 p.m. w/Arts & Sciences)
- E. Strategic Planning “Retreat” – Monday after Commencement?

Chairs will block Monday, December 15, for full-day session of planning. Group will stay on campus as classes will be out.

- III. Updates and Announcements
 - A. Cortes – 2 Finance position candidates visit next week – schedules to be distributed to faculty
 - B. Harris – SBDC projects update/MBA Task Force update
 - C. Rosen – Faculty searches and department committees to be formed for spring

IV. Old Business -

- A. President and Provost's Annual Meeting with College Faculty – should we go ahead and set this?

Group agreed to schedule for late March or early April and to move it up earlier if something is settled with regard to the MBA case.

V. New Business

VI. Adjourn

Meeting ended at 4:00 p.m.

Dates to Remember:

- A. Final Exams Begin, Monday, December 8th
- B. Fall Commencement – Friday, December 12th
- C. Kelce Dean/Chairs/Faculty Meetings with the President and Provost – TBD
- D. Spring Semester Classes Begin – Monday, January 12th
- E. Kelce General Faculty Meeting – Friday, January 16th
- F. MLK Holiday – Monday, January 19th
- G. Spring Break – Monday, March 16th through Friday, March 20th
- H. Junior Jungle Day – Saturday, April 4th
- I. Finals Exams Begin – Monday, May 4th
- J. Spring Commencement – Friday, May 8th