



**MINUTES**

Kelce Leadership Team Meeting  
Noon, April 15, 2015

Present: Drs. Grimes, Cortes, Harris, and Rosen.

Location: Mazios Pizza

- I. Awards Ceremony – Debriefing discussion of last Monday’s Kelce Awards Recognition Ceremony. Dean Grimes reported on the positive comments about the format he received from the President and each of the three Vice President. Everyone pleased about finishing the program in time for the Stomp concert. Discussed the need to get the crowd engaged during the reception portion of the program. No major problems during program. Venue will change next year. Will reconsider format again next year when other options become known.
- II. Free Market Presentation – In connection with the Plaster Center opening, the Plasters arranged for Pitt State to receive funding from the Koch Foundation to bring in guest speakers on “Free Enterprise.” Program will be held next Tuesday, April 21<sup>st</sup> at 3:00 p.m. in the Bicknell Center. VP Flannery has asked Kelce to help generate a crowd given the short notice. Discussion ensued on how to accomplish this. Chairs will ask faculty to incentivize students to participate. Dean Grimes will send email to all faculty asking for their attendance and support.
- III. International Exchange Student Cap and Other Fixes – Dean Grimes presented the feedback he received from Suzanne on the practicality of the proposed caps. Chairs will revisit the issue and consider forming lists of courses available and not available for exchange student enrollment. The prerequisite problem was discussed and again it was agreed that no easy solution was evident. Will work with Lee Young and the International Programs Office to determine an appropriate process to handle our exchange requests.
- IV. Miscellaneous
  - a. End-of-Year Funds Request Memo to Provost – Dean Grimes has requested \$42K in year end funds to support faculty computer purchases, AACSB membership dues, Qualtrics licensing, and the Major Field Test assessment purchase. Will report back when Lynette makes her allocation.
  - b. Efficiencies and Cost-Savings Memo to Provost – Dean Grimes prepared requested memo to Provost outlining this year’s cost saving measures; reallocation of OOE, removal of one copier from ACIS, replacement of equipment, and continued recycling.
  - c. Student Picnic – Volunteer Sign-up and Student Help; picnic scheduled for next Wednesday the 22<sup>nd</sup> on the front lawn of Kelce. Memo will go out requesting faculty to volunteer for set-up, cooking, and take-down. Discussed possible problem of seating – fewer chairs available from physical plant this year due to other campus events. Will ask Fastenal to help with water again this year.
  - d. KBOA Meeting – Spring meeting date proposed as Monday, May 18<sup>th</sup>. Dean Grimes will contact KBOA President Bill Neighbors to see if this date will work for the group.
  - e. Defibrillator – Chairs agreed to share the cost of purchasing a defibrillator for the building. It is the right thing to do even though no central funding source is available. Will work with Fastenal to see if they can get us a deal through one of their suppliers.

V. Updates and Announcements

- a. Cortes – Announced ODE initiation later in the afternoon; new hire Fang will defend dissertation by end of this semester.
- b. Harris – Discussed issues with recruitment trip made to NW Arkansas with Admissions Office – few attendees, low visibility, high costs with no payout; working on BSQ for AACSB.
- c. Rosen – Update on Midwest CIS conference – still dealing with transportation issues; announced collaboration on-going with Career Services to expend funds provided by Phillips 66 for employment recruitment activities; discussed summer project to make connections with leading Kansas employers; discussed search for second open accounting position – candidate coming in next week.

VI. Old Business - None

VII. New Business – Dr. Rosen asked to reconsider the idea of adding Coordinator of Academic Advising position to the KLT. Discussion led to acceptance of this idea. Dr. Grimes will review college bylaws to determine how best to make this official.

VIII. Adjourn

**Dates to Remember:**

- A. Spring Student Picnic – Wednesday, April 22<sup>nd</sup>
- B. Kelce Faculty Awards Program – Friday, May 1<sup>st</sup>
- C. Finals Exams Begin – Monday, May 4<sup>th</sup>
- D. Spring Commencement – Friday, May 8<sup>th</sup>
- E. Final Grades Due – Monday, May 11<sup>th</sup>