

MINUTES

Kelce Leadership Team Meeting
11:00 a.m., September 21, 2017

Present: Dr. Din Cortes, Dr. Paul Grimes, Dr. Anil Lal, Dr. Lynn Murray, Dr. Peter Rosen

Absent: Ms. Suzanne Hurt

- I. PLC Update
 - a. Enrollment – discussion on enrollment for this semester; to be announced by KBOR this week.
 - b. Budget – revenues will be down significantly based on decreased enrollment. To date there have been no specific directives, but there will be cuts. Specifics on allocation of cuts are not yet known.
 - i. Federal policy that if employees are not reimbursed within 90 days for travel expenses then that reimbursement will be considered taxable. Our systems are being designed to comply with policy.
 - ii. Discussed budget carry-over from last year. Funds are being saved for large future purchases.
 - c. Miscellaneous
 - i. New contract with Adobe Suite will result in additional charges per installation.

- II. Online MBA Proposal
 - a. Academic Partnerships and Instructional Connections Visit – debrief
 - i. Some faculty do not want to participate, but many wish to be involved and believe that this is a positive move.
 - b. Next Steps
 - i. Next step is to meet with the MBA Program Committee to get feedback.
 - ii. Meeting is scheduled for next Monday morning.

- III. Faculty Travel
 - a. Review of each departments conferences/trips over past two years.
 - i. Discussion followed on faculty travel/conference requests for this academic year.
 - b. Development of “targeted conferences”?
 - i. Dr. Grimes asked chairs/coordinators to ask faculty to prepare lists of the top 3 conferences in their field and then the top 3 regional conferences in their field. This will be discussed at the next KLT meeting.
 - ii. KLT can then make a decision on what conferences are targeted conferences and funding levels may be set based on importance of conference to the faculty member, college, and university

- IV. Adjunct Faculty Qualifications
 - a. Review of each department’s adjuncts this year
 - i. Discussed current adjunct faculty in each department and their AACSB qualifications. Will discuss impact of adjuncts on AACSB thresholds at next KLT meeting.
 - b. Impact on AACSB thresholds – need to finalize qualification categories for each adjunct and make sure they are in the Digital Measures system.

- V. Miscellaneous
 - a. Availability of adjunct funds for Spring 2018
 - i. Discussed part-time staffing for spring 2018. Funds are limited.
 - b. Summer 2018 staffing and FY19 Adjunct requests
 - i. Discussed building summer schedule with one intercession course per department.
 - ii. Summer funding requests are due to the Provost by October 31. Departments should submit their summer funding requests to the Dean by the week before (10/24).
 - c. Opportunity to explore revival of business education degree
 - i. Dr. Grimes met with Jean Dockers from the COE about reviving a business education degree through Kelce. Only Emporia State currently offering a business education degree.

- ii. State curriculum requirements were provided and review shows that our core lines up very well with the state guidelines. This is an opportunity to grow enrollment.
 - a. Discussion followed on the possibility of offering a business education degree through the KCOB. All feedback was positive.

VI. Unit Updates

- a. AAC – Suzanne not present at meeting
- b. ACIS – Dr. Rosen – continuing to work on getting the MPAcc program approved (Dr. Grimes and Dr. Rosen will meet with Dr. Kahol).
- c. EF&B – Dr. Lal – no report
- d. MBA – Dr. Cortes – continuing to work with Nora Hatton about the Program Review information they are requesting; Golf Tournament on Monday October 2nd. (Dr. Grimes will be at Deans Conference in Chicago. Becky May will speak to the golfers about the building project.)
- e. MGMKT – Dr. Murray – no report.

VII. New Business

VIII. Old Business

- a. P&T Document
- b. Student Competitions
 - i. Kansas Collegiate Case Competition – Sponsored by Cerner and organized by KU (1 Team in Fall)
 - ii. Kansas Entrepreneurship Challenge – Hosted by Kansas State (2 Teams in Spring)

IX. Adjourn – 12:30 pm

Dates to Remember:

1. Fall Break, October 5 and 6
2. Homecoming Week, October 9 to 14
3. Midterm D&F Grades Due, October 16
4. Final Drop Day, November 6
5. Thanksgiving Break, November 22 to 24
6. Last Day to Withdraw, November 30
7. Final Exam Week, December 11 to 15
8. Commencement, December 15