

MINUTES

Kelce Leadership Team Meeting

2:00 p.m., August 8, 2017

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

Absent: Dr. Din Cortes, Ms. Suzanne Hurt

- I. Budget Update
 - a. Cuts already taken – permanent
 - i. In the spring 2017 semester specific cuts were identified to meet shortfall due to enrollment decline.
 - ii. Philosophy of the Provost was to allocate the shortfall out based on each unit's share of the academic affairs budget. KCOB share was just over 10%.
 1. KCOB cuts included: \$78,000 in vacated position lines/phased retirement/chair from 12 to 10 month position
 - iii. SU 2017 deans were asked to do an exercise in cutting additional funds from current year budget – Lelkes salary line, Scimeca line from 12 month to 10 month, ½ of Tech and Inst support salary lines moved to GCS funding line.
 - b. Proposed givebacks in case of continued shortfall
 - i. If additional funding cuts are required, salary lines in ACIS and MGMKT vacated positions may be eliminated.
 - c. Adjunct budget for Spring 2018
 - i. Adjunct budget comes from the Provost. Central adjunct pool was significantly reduced during budget cutting. Dr. Grimes distributed a list of everything that has been/will be spent out of the KCOB salary pool for the fall semester. Chairs were asked to be aware of this fact when preparing the spring 2018 class schedules.
 - d. Student worker budget reallocations
 - i. Because of all the cuts that have taken effect in faculty/staff lines at the Library, they will be relying more heavily on student employees. All student budgets will be reduced and ACIS student budget will be reduced significantly (In past years ACIS has spent only 70% to 75% of the student worker dollars.)
 - e. KNEA Agreement – faculty salaries
 - i. This year's Legislature gave 5% increase to all state employees who had not received a raise in the last 5 years, and a 2.5% raise to all employees hired within the last five years.
 - ii. PSU has no one eligible for the 5% increase and there are 64 unit faculty members who will be receiving the 2.5% raise.
 - iii. PSU Administration and KNEA have agreed to a 1.5% salary increase for all unit faculty beginning in January which will be added to base salaries. Awaiting faculty vote and then on to KBOR for ratification.
- II. College Standing Committees – review and approve memberships
 - a. All terms have been extended by one additional year due to it being the year of record and then shifted a few to different committees due to faculty resignations/departures.
 - b. Discussed membership of faculty on college committees. A few assignments were changed.
- III. Opening Fall General Faculty Meeting
 - a. Outside guests
 1. Admissions – Melinda Roelfs and LaMont Thompson (Admissions office is identifying an liaison point of contact for each College).
 2. Human Resources – Michele Sexton will review ongoing rollout of new systems

- b. Agenda Items discussion
 - 1. Unit Reports (Departments, Academic Advising, Tech Consultants, and Development)
 - 2. Update on Building Plans
 - 3. Distribution of Committee Assignments
 - 4. Curriculum (Harris) – courses approved last year, but not changes to Kelce Core
 - 5. Gen Ed (Horner)
 - 6. RPM Initiative (Wachter)
 - 7. Dean’s Report
 - i. AACSB Year of Record – what we need to do
 - ii. Faculty Qualifications / Digital Measures / Syllabi / Publications / AOL / Google Scholar accounts
 - iii. Strategic Plan – update and reaffirmation
 - iv. This year’s goals – P&T Document, Academic Partners?
 - v. Budget discussion

- IV. Miscellaneous
 - a. Fall Picnic – date discussion – September 5 (Tuesday after Labor Day)
 - b. China Recruiter hired – Pawan wants Kelce Chairs/Coordinators to meet August 16 @ 1:00 p.m.
 - c. SPTE Dates and Procedures – see email handout from Institutional Effectiveness
 - d. Interim courses – should we try to offer May Intersession regular courses?
 - i. Discussion on offering May intersession courses.
 - ii. Dr. Grimes asked each department to propose one course to be offered during this intersession, and see how many students enroll. These should be additional courses than those normally offered in the summer.
 - e. Student Code of Ethics – revisions going up in the lobby, post in classrooms-discussion (post on a small foam board).
 - f. Kansas Collegiate Case Competition – reconsider lead faculty member; see handouts. Discussion.
 - i. Dr. Horner is willing to be the lead faculty member if this would be appropriate for him.
 - ii. May need someone who is a number cruncher, probably from Finance or Accounting. Dr. Rosen and Dr. Bracker will come up with a name of a faculty member who would be a good fit.
 - g. Shared Online Entrepreneurship Courses – need a lead faculty member; Linden to lead?
 - h. Proposed new KBOA members – Mike Foster, Brandee Johnson; going out for vote by the board
 - i. State Fair – KCOB needs to be part of the group that represents PSU at the fair – see handout. Volunteers are needed from the faculty (Murray, Rosen, Grimes, Harris)

- V. Unit Updates
 - a. AAC – No report.
 - b. ACIS – Rachel VanBecelaere will start on Monday, August 14, as the Administrative Specialist for ACIS; first draft of Master of Professional Accountancy has been distributed (will go through Grad Council at the September meeting); CIS UG curriculum has been completely revamped.
 - c. EF&B – Discussed curriculum changes; Business Economics now name of econ BBA. Reduced hours of econ minor to 15.
 - d. MBA – No report.
 - e. MGMKT – Art Fischer will be out for the entire fall semester on medical leave – Dr. Murray is working on finding replacements to teach his 3 fall courses; Dr. Murray will be out the last week of August; curriculum changes – all course prefixes and many numbers changed!; 3 Freshman Experience courses will be taught for business students this fall.

- VI. New Business
 - a. AACSB standard changes discussion. All need to review the changes.
 - b. AACSB Visitation Team – no word from AACSB yet on team members.

- VII. Old Business
 - a. P&T Document

- VIII. Adjourn – 3:30 pm

Dates to Remember:

1. Opening University and College Faculty Meetings, August 17
2. First Day of Classes for Fall Semester, August 21
3. Last Day to Enroll or Add Courses, August 28
4. Labor Day Holiday, September 4
5. Fall Break, October 5 and 6
6. Homecoming Week, October 9 to 14
7. Midterm D&F Grades Due, October 16
8. Final Drop Day, November 6
9. Thanksgiving Break, November 22 to 24
10. Last Day to Withdraw, November 30
11. Final Exam Week, December 11 to 15
12. Commencement, December 15