

**Pittsburg State University
Kelce College of Business
SP 2009 Faculty Meeting Minutes**

Wednesday, January 14, 2009; 9:00-10:30 a.m.

Present: Ms. Becky Casey, Dr. Jack Fay, Dr. Becky Heath, Dr. David O'Bryan, Ms. Mary Polfer, Dr. Melvin Roush, Ms. Gail Yarick, Dr. Maeve Cummings, Dr. Felix Dreher, Dr. Jim Harris, Mr. David Newcomb, Dr. Wei Sha, Mr. Dwight Strong, Dr. Kevin Bracker, Dr. Bienvenido Cortes, Dr. Chuck Fischer, Ms. June Freund, Dr. Anil Lal, Mr. Michael McKinnis, Dr. Michael Muoghalu, Dr. Connie Shum, Dr. Mujtaba Ahsan, Dr. Don Baack, Dr. Thomas Box, Dr. Henry Crouch, Dr. Linden Dalecki, Dr. Art Fischer, Dr. Chris Fogliasso, Dr. Eric Harris, Dr. Kristen Maceli, Dr. Dave McLane, Dr. Lynn Murray, Ms. Paula Palmer, Ms. Shipra Paul, Dr. Jay van Wyk, Ms. Mary Wachter, Ms. Robyn Hess, Dr. Richard Dearth, Ms. Mimi Morrison, Ms. Dee Lankford, Mr. Chris Fleury.

Absent: Dr. Kailash Chandra, Dr. Choong Lee

Dr. Dearth welcomed the faculty back to the spring semester.

1. Updates

- a. Dr. Eric Harris – Report on New Hires
 1. Dr. Kristen Maceli will be joining the faculty as a full time Assistant Professor in August.
- b. Ms. Becky Casey – Report on Faculty and current searches
 1. Dr. Kanthi Herath resigned during finals week and a search will begin for her replacement for the fall 2009 semester
 2. An additional Ph.D. position will be filled with two non-PhD faculty. One position is open.
- c. Ms. Dee Lankford – Report on Technology changes for Room 224
 1. The room 224 project has been completed and Dee will give demonstrations this morning. She reviewed the equipment that has been installed. All equipment is controlled through the AMX touch panel.
 2. A kiosk has been added outside of 224 Kelce that has two computer stations with wireless internet access. Students will be able to access their e-mail accounts on these computers. This is a project that was developed by the Kelce Student Leadership Council.
 3. Angel server will be cleaned up to include only the last 3 semesters of classes. Dee asked that faculty let her know if they have classes that can be deleted.
 4. She also asked that faculty let her know about any lab reservations they will need this semester and if GA's need to be added to ANGEL.
- d. Dr. Box informed faculty that the Mini-MBA Program started last Friday. There are 10 students currently enrolled. It meets on Friday evenings for 9 weeks.

2. Discussion of AACSB Issues

- a. Review team reports.
 1. We will receive an official letter from AACSB at the end of January stating that we have successfully completed our Maintenance of Accreditation review.
 2. The accreditation period will be for six years and we will go through the review process again in five years.
 3. Dr. Dearth stressed the fact that we need to keep current so that we won't have to scramble when it is time for the next review.
 4. Concerns from the review team focused on the need for us to develop a common syllabus. Dr. Dearth would like to implement the common syllabus no later than the fall 2009 semester.

- b. Establish a date for updated Vitae – February 15 for SP 09. Motion was made, seconded and approved by faculty vote to use the date of Feb 15 for submission of updated faculty vitae.
- c. Establish a date for updated hard copy of publications – February 15. Faculty voted and approved establishing Feb. 15 as the date for faculty to submit their hard copy of publications for the spring 2009 semester.
- d. Common Syllabus – to be implemented by fall 2009
 - 1. Include whether ethical decision making is taught on the syllabus
 - 2. Goals and objectives for the course should be clearly stated in the syllabus
 - 3. Discussion followed on developing a new common syllabus or using the one that was distributed. Motion was made and seconded; vote was taken and faculty approved using the template that was distributed in December.
- e. Strategic Planning is on going.
- f. Assessment Planning is on going.
- g. New PQ standard – the AACSB Team suggested that we should revise our PQ standards. We will need to reevaluate our PQ standards to develop more AACSB acceptable language for our PQ standards that will include PQ faculty authorship.
- h. Code of Student Conduct – AACSB strongly recommends that schools have a Faculty, Administrator and Student Code of Conduct. We currently have faculty and administrator codes. The team recommends that a Student Code of Conduct be developed. A draft copy of the Code of Student Conduct was distributed and discussed. All students taking classes in the College of Business should know that the culture in the College is that students follow the established Student Code of Conduct. Faculty discussion points included that the Student Code of Conduct should be included in the course syllabus each semester. Faculty were requested to give input.
- i. Celebration – AACSB Maintenance of Accreditation celebration reception will take place on January 29 from 4:30-6:00 in the Heritage Room of the Student Center. Dr. Dearth strongly urged all faculty to attend the celebration. Dr. Bryant will make a presentation and local media will be included.

3. Other Discussion items

- a. SPEAK test policy. The SPEAK test is still recognized by the Board of Regents for international faculty and students even though the test doesn't actually exist any longer. There is a TOEFL test that can be used as well.
- b. Weather cancellation policy. PSU policy states that individual teachers make the decision about whether to cancel courses due to inclement weather. The PSU web site will now have a banner running across the home page to inform students about impending class cancellations due to weather. Other types of class cancellations (not for inclement weather) are to be initiated through Angel or bulk e-mail to students in specific classes.
- c. Angel Gradebook – Faculty Senate is encouraging faculty to use Angel Gradebook and there will be additional training provided for faculty. Faculty will not be forced to use Angel Gradebook, but the students like to have access to Angel in each of their courses.
- d. Legislative Post Audit will be conducted at PSU during the spring semester. This audit includes a team of people who conduct investigations as assigned by the Kansas Legislature. The task as assigned to the auditors this year is to determine if higher education is running efficiently. Faculty could expect auditors to ask for specific information from them at any point while the audit is being conducted.
- e. Attendance by Faculty on First Contractual Day. There is now a focus on making sure that faculty are in attendance on their first contractual day of employment for each semester.
- f. FY 2009 and FY 2010 Budget Issues
 - 1. Proposal has been made by the governor to recommend that higher education return 3% of their block grants for this fiscal year (2009) and to

reduce budgets by 4% for next fiscal year (2010) a total of 7% reduction over both fiscal years.

2. The Governor has not recommended an across the board cut for everyone.
3. The Board of Regents may have a different view on budget cuts after they meet on Thursday.
4. At this point the budget cuts will not include cutting any programs or jobs, but will probably affect OOE budgets.
5. The governor has also proposed that higher education institutions receive no FY 2010 Deferred Maintenance funding.
6. Dr. Box asked faculty to give he or Dr. Dearth input of ideas for additional programs that would generate funds for the College (i.e.: Mini MBA Program).
7. PSU President, Dr. Tom Bryant, will distribute a press release after he learns what the Board of Regents plan to do with budgets.

g. Spring and Summer Renovations of Kelce Center

1. Kelce upgrades to occur during SU 2009:

1. all windows and exterior doors will be replaced – classroom and offices will be affected only minimally during the installation
2. roof will be replaced over Management & Marketing
3. HVAC systems will be replaced
4. OIS back up generators will be worked on
5. bathrooms will be renovated if funding is available

h. Discussion items raised by the Faculty

1. Grant application processes
2. Concern about music students having access to the building hallways over breaks when the building is locked.
3. Dr. Dearth will be accompanying Development staff on visits to potential donors this semester.
4. Presidential Search - There is at least one internal candidate for the position.

4. Upcoming events:

- a. Kansas Board of Regents – January 14-15
- b. AACSB Celebration – January 29
- c. Faculty Accomplishment Reports – January 20

The meeting adjourned at 10:30.

Richard C. Dearth, Dean