



**KELCE**  
**COLLEGE OF BUSINESS**  
Pittsburg State University

**MINUTES**

**Kelce College General Faculty Meeting**  
**12:30 p.m., Thursday August 15, 2018**

**Present:** Don Baack, Alexander Binder, Kevin Bracker, Brandi Boswell, Din Cortes, Linden Dalecki, Michael Davidsson, Chris Fogliasso, June Freund, Mary Jo Goedeke, Paul Grimes, Steve Horner, Holly Kent, John Kuefler, Anil Lal, Sang-Heui Lee, Fang Lin, Kristen Maceli, Michael McKinnis, Mimi Morrison, Lynn Murray, Mary Judene Nance, David O’Bryan, Shipra Paul, Theresa Presley, Irene Robinson, Wei Sha, Jennifer Shewmake, Connie Shum, Dwight Strong, Rachel Van Becelaere, Mary Wachter, Gail Yarick

**Guests Present:** Howard Smith, Randy Roberts, Mindy Lee

**Absent:** Jae Choi, Maeve Cummings, Choong Lee, Jay van Wyk

- I. Welcome and Opening Remarks – Dr. Grimes opened the meeting by welcoming everyone back to the fall semester
- II. Special Guests:
  - a. Howard Smith, Provost and Vice President for Academic Affairs
    - i. Dr. Smith gave a brief talk to faculty and staff welcoming them back and giving his appreciation to everyone. Stated that his door is always open.
  - b. Randy Robinson and Mindy Lee of the Small Business Development Center
    - i. Reps from Pitt State’s SBDC gave a brief presentation and stated that they will now have responsibility for marketing of the SBDCs state-wide in Kansas and will house that effort in Kelce. Future opportunities exist for expanding the program to other states.
    - ii. Mindy, as the State Marketing Manager, will be housed in an office upstairs in Kelce (201E) and the 4 student employees will be working out of the backstage area.
    - iii. The SBDC’s work will provide opportunities for students, faculty and staff.
- III. College Support Updates
  - a. Instructional Support – Susan Dellasega
    - i. Canvas courses need to have the start date set in the system so that students can view syllabi, etc. ahead of time. Instructors have control of the start date.
    - ii. There is a new faculty support option in Canvas – all faculty need to join the new “Faculty Resources” Canvas course which will give access to all tools and where changes will be announced.
  - b. Web Support – Kylie Edgecomb
    - i. She attended a couple of workshops this summer
    - ii. Working on the new catalog and making sure links are working
    - iii. Give changes on web pages to her as soon as possible
  - c. Technical Support – Chris Fleury
    - i. Has been working in the labs to make all computers identical
    - ii. Working on encrypting computers and installing new faculty computers
- IV. Development News/Building Update – Holly Kent
  - a. Pitt State Foundation overview – have now reached \$100 million in the endowment and will be giving out \$3.6 million in endowment-sponsored scholarships with 28 new scholarships this year.

- b. Building is still a top priority - \$11.5 million committed to the project including R&R funds. Total cost of renovation has increased because cost of materials is continuing to increase. Total costs may possibly exceed \$20M.
- c. New initiatives – international giving; on-line giving; creative ways for individuals to give (through corporations, foundations and businesses); working on creating more scholarships especially from corporations.
- d. Golf Tournament – October 7 in Johnson County
- e. Rua Box at Homecoming football game with Kelce Hosting – October 19

## V. Updates

- a. Academic Advising and Career Readiness – David Hogard
  - i. Pitt State Pathway curriculum –
    - 1. The new general education curriculum was kicked off this summer; thanked faculty who helped with advising this summer.
    - 2. Pathway should provide a lot more flexibility for students specifically with adding double-majors/minors/certificates.
  - ii. Phi Beta Lambda initiative –
    - 1. Business Leadership Honor Society which is tied to FBLA (in high schools)
    - 2. Will use as a recruiting tool to increase student interest in Kelce
  - iii. Career Readiness – Meet the Firms Day is Monday, September 9
- b. Outreach and Business Engagement – Lynn Murray
  - i. Sales Center initiative – will establish in two phases – first as a certificate program; 2<sup>nd</sup> part as the establishment of a Sales Center in Kelce. KBOA have highly encouraged the establishment of a Sales Center.
  - ii. 3 Day Startup: <https://youtu.be/UKQeeY6QGYs>
    - 1. Aimed at students only – boot camp for entrepreneurs
    - 2. October 25-27 event takes place
    - 3. Lead sponsorship by Arvest Bank and working on additional sponsorships
  - iii. Learning Community
    - 1. 3 Kelce instructors are teaching in the Learning Community with a total of 91 students currently enrolled in these sections of courses.
  - iv. Business Clients & Partners Database
    - 1. Working on getting a handle on who we are using as live clients for classroom projects. Report clients/partners and return form to Dr. Murray.
- c. Graduate School of Business – Din Cortes – this year is the 45<sup>th</sup> anniversary of the MBA program at Pitt State
  - i. Online Professional MBA Update – encouraged faculty to teach in the program
    - 1. Enrollment in the program has grown - 162 students now enrolled. There are currently 230 student admitted to the program.
    - 2. Most students are from the four-state region around Pittsburg.
    - 3. Rachel VanBecelaere will be assisting Dr. Cortes with answering questions, etc. regarding the program.
    - 4. Dr. Cortes thanked all who have taught and are assisting with the program.
    - 5. First students in the program will graduate in December.
  - ii. MPAcc
    - 1. MPAcc program coordinator is now Dr. David O’Bryan
    - 2. Will continue to promote the program to BBA Accounting graduates
- d. Undergraduate School of Business – Steve Horner
  - i. KUSB Faculty Meeting – Dr. Horner will send a notification on date and time of meeting to be held next week.
  - ii. Need to elect senior faculty members to serve as Consolidated P&T Committee

## VI. General College Announcements – Paul Grimes

- a. Sign Ethics Statement and return to Dean’s Office
- b. Copy of course syllabi to Rachel VanBecealere
- c. Annual Travel Request Forms – Return to admins!
- d. Welcome Back Picnic for Students – Tuesday, September 3<sup>rd</sup> – Signup to help!

- e. Kansas State Fair – September 5 to 15; PR and Outreach – Signup opportunity!
- f. Kelce Golf Tournament in Johnson County, Monday, October 7<sup>th</sup> – Teams Needed!
- g. Kelce Hosts the Rua Skybox – Homecoming Game vs. Fort Hays, October 19<sup>th</sup>

VII. Dean's College Update

- a. Consolidated P&T Committee (as approved in May)
  - i. Serves as KUSB P&T Committee and the College Promotion Committee
  - ii. Need to elect one senior faculty member in each degree-granting discipline (per unit contract)
- b. Standing Committees (handout) and Opening Meetings / Dean's Charge / Elections
  - i. See handout for assignments
  - ii. Some committees need to elect chairs
  - iii. Dean will meet with all committees when they have their opening meetings
- c. Program Coordinators
  - i. Accounting – Theresa Presley
  - ii. MPAcc – David O'Bryan
  - iii. Business Economics – Anil Lal
  - iv. CIS – Maeve Cummings
  - v. Finance – Kevin Bracker
  - vi. International Business – Lynn Murray
  - vii. Management – June Freund
  - viii. Marketing – Mary Judene Nance
- d. Current Status of College/University; Enrollment & Budget
  - i. The college and university continue to face two interconnected issues:
    - 1. Enrollment – this will be the fifth consecutive fall with university undergraduate enrollment less than the one before; currently down 3.2% from last year (see handout)
      - a. Kelce enrollments remain relatively stable; about 1,000 headcount +/- 100
      - b. However, remember that our college budget is not directly linked to the college's enrollment but is determined by overall university enrollment
      - c. Unknown yet as to what additional cuts will be required to accommodate this year's shortfall
        - i. In the past, all cuts have been pro-rated based on our percentage of the Academic Affairs budget
    - 2. Budget
      - a. College took a late budget cut at the end of the last academic year (\$65K); from reserves and lapsed salaries
      - b. Salary increase only partially covered by recovered state funding and governor's new allocation
      - c. Colleges have been asked to plan for additional cuts
        - i. Two types of cuts and potential sources:
          - 1. "One time money" – holdover savings. We have accumulated in excess of \$300K in unspent OOE funds over past three years. Earmarked for building project.
          - 2. "Recurring money" – open positions. One TE position in CIS and residuals from phased retirements. Will be preparing a hiring plan for the Provost.
        - ii. Cut already taken in "technology fee" fund distributions. Deans agreed to cut college allocations by 75% for two years. This is year 2. Result is that only contractual obligations and emergency repairs and replacements can be made this year.
- e. Data Analytics Opportunity and 3 Day Startup Program
  - i. We've been approached by Podium Education about partnering to deliver a data analytics certificate/minor via online delivery:
    - 1. Shortage of data specialists in KC Metro area; Kauffman and Cerner approached Podium to develop strategy to educate needed personnel

2. They would provide personnel and courses
3. Revenue sharing of additional enrollments
4. Exploring possibilities V.P. Ball
- ii. 3-Day Start Up – showed video
  1. Partnering with Block 22 in a contract with 3 Day Startup to deliver entrepreneurship and innovation program to students this October (25-27). Arvest Bank will be lead sponsor.
    - a. See handouts for details on program
    - b. Lynn Murray will oversee and manage
    - c. Volunteer and recruit
- f. New Terminal Degree Requirements language for handbook
  - i. Revision to Unclassified Personnel Handbook needed due to reorganization. New Language applies college-wide:
    1. An earned doctorate (Ph.D., D.B.A., J.D., Ed.D. or international equivalent) in the appropriate discipline or supporting area from an accredited institution of higher education.
- g. AACSB Accreditation – Responses to concerns and revisions to standards coming this year
  - i. Areas to address as identified by peer review team (see handout)
    1. Review and align Practice Academic (PA) qualifications
    2. AOL Process and benchmarks
    3. Better link between AOL and curriculum reform
  - ii. AACSB is currently considering revisions to the standards that may potentially impact our work on these concerns
    1. Revisions will be announced next month
    2. Discussions throughout the year
    3. Edits possible based on feedback
    4. Final vote will be taken next spring
  - iii. Most like to impact our PA faculty qualifications concern. Revision to AOL were already part of our long-term plan
  - iv. Recommend we immediately proceed with AOL and tweak as needed in response to the standards revisions. Postpone work on Faculty Qualifications until after revisions become clear.
  - v. Our Long-Run Plan – Steps Completed
    1. New college governance documents and committee structure
    2. New Vision Statement, Mission Statement, and Guiding Values Document
    3. New Operating Policies – Faculty Sufficiency and Faculty Qualifications
    4. Development and adoption of new college strategic plan
    5. Review and redesign of college curriculum (Revisions to BBA and MBA; creation of MPAcc)
    6. Step to complete: Construct a new Assurance of Learning model
      - a. This year we will begin work on the final sixth step:
        - i. Theresa Presley chairs the new Undergraduate Curricula Management and Assurance of Learning Committee which is charged with this action item.
- h. Strategic Goals emphases for the year – 3 pillars
  - i. Goal 1: Professionalism
  - ii. Goal 2: Relevance
  - iii. Goal 3: Growth
- i. Items of Emphasis for 2019-2020
  1. Objective 1.1 – Renovation/Expansion of Building
  2. Objective 2.1 – Align instruction with workforce/community needs (Data Analytics program and 3-day start up)
  3. Objective 3.3 – Implement recruitment activities to optimize enrollments
  4. Objective 3.5 – Marketing and enhancement of college image

- VIII. Old Business - none
- IX. New Business - none
- X. Adjournment - 2:30

**Fall Dates to Remember:**

1. First Day of Classes – August 19
2. Labor Day Holiday – September 2
3. Kelce Fall Picnic – September 3
4. Meet the Firms – September 9
5. Annual Kelce Golf Tournament – October 7
6. Fall Break – October 10 and 11
7. Mid-Semester Grades Due – October 14
8. Homecoming – October 19
9. Career Expo – October 23
10. 3 Day Startup – October 25-27
11. Final Day to Drop Class – November 4
12. Thanksgiving Break – November 27-29
13. Final Exams – December 9-13
14. Commencement – December 13