

**Chair's Meeting
Kelce College of Business
Minutes
Tuesday, August 25, 2009
2:30 p.m. – 4:30 p.m.**

Present: Dr. Richard Dearth, Dr. Dean Cortes, Ms. Becky Casey, Dr. Felix Dreher, Dr. Eric Harris

1. Updates

a. President's Council –

1. The legislative post audit formal final report is due this Friday. All of the universities that participated in the post audit are sending a representative to the Board of Regents meeting.
2. Dr. Scott will reinstate having a Classified Staff Opening meeting – will be this Thursday at 1:30 for one hour.
3. Gorilla Fest is now occurring at PSU and in Pittsburg - new guidelines/rules will be established.

b. Facilities Master Planning

1. Agenda for Facilities Master Planning Committee – A new master plan will be initiated by Dr. Scott.
2. The decision has been made by this committee to seek permission from the Board of Regents to demolish the President's home.
3. KC Metro Center – Might be moving to the site of the JC Penney outlet store in Overland Park.
4. Kelce – there was water damage in OIS, CSIS and 224 Kelce from the recent storms. The roof has not yet been fully repaired.

c. Provost's Council

1. Assessment software recommendation of LiveText was made by Dr. Wilkinson. A decision should be made next week.
2. KBOR Strategic Question #5 feedback requested (see supplement)
 1. Dr. Olson would like to have responses to these questions from each Department by the end of this week.
 2. Questions should be answered specifically by discipline.
 3. Discussion followed that all questions could be answered with AACSB matrices.
3. International Council approved proposal
 1. There will be more information provided on this proposal.
 2. Essentially, PSU wants to promote faculty led student study abroad programs.
 3. Faculty would be able to received \$1000 in professional development funds for leading one of these study abroad programs.
 4. Additionally, faculty could be paid through Continuing Studies for teaching the course.
 5. Faculty travel expenses will be paid by participant fees.
 6. All faculty qualify.
 7. There will be a review after each trip/program.

2. Departmental Concerns:

- a. Accounting - none
- b. CSIS - none
- c. Econ

1. Has been asked to join the Council for Research and Scholarship with Brian Peery.
2. Department meeting was held yesterday and committee assignments were made
3. Taiwanese President will be returning to PSU on September 9 for a visit with Tim Dell and Dr. Cortes.

d. MGMKT

1. There have been some problems with faculty travel. Individual faculty member is talking to Business Office about denial of reimbursement.

3. Discussion Items:

- a. H1N1 policy and procedures
 - 1. Recommended course of action according to the CDC was distributed and discussed. The very young and immune-compromised individuals are at a higher risk than anyone else to get this flu.
 - 2. If there is an epidemic of this strain of the flu at PSU, the state and the CDC will be in charge of telling us what to do.
 - 3. Dr. Dearth recommends that surfaces be wiped down with alcohol wipes and use hand sanitizer regularly on hands.
- b. Reorganization of CSIS
 - 1. Ms. Casey and Dr. Dearth have been having discussions about the reorganization of CSIS. Mrs. Casey will be organizing a faculty task force to find answers to issues about continuing/discontinuing programs. Kelce Curriculum Committee, Faculty Senate, Central Administration and Board of Regents will all be involved in approving the reorganization of IS and discontinuation of CS.
- c. CLA Results
 - 1. Measures general education effectiveness
 - 2. PSU Freshman Experience students were tested and senior capstone course students were tested. The results were discussed.
 - 3. Dr. Dearth asked chairs for concerns about these results and he will report them to administration.
- d. Select a Leadership Candidate – Chairs will ask faculty if they are interested in participating and will give name or names to Dr. Dearth.
- e. Professional Development Funds for Deans, Chairs and Tech. Support - \$700 is available this fiscal year for Deans and Chairs; \$500 is available for Tech Support staff. Form supplied by Academic Affairs should be used to request funding.
- f. Recurring Events Planning Calendar was distributed.
- g. University Contract Policy
 - 1. 5.15 Execution of Contracts was distributed and discussed
- h. Classified Staff Opening Meeting – August 27th at 1:30 pm
- i. New Faculty Orientation – will have a meeting a month. Attendance records will be kept and distributed to department heads/chairs.
- j. Rumble in the Jungle schedule for September 19 and October 10 was distributed for information purposes.
- k. Strategic Planning and Assessment - Dr. Dearth requests that a Chair attend the AACSB Assessment meeting, but wants to wait until we find out if we will be using LiveText.

4. Upcoming events:

- a. FY11 staffing requests due to Provost – September 15 (should be submitted to Dr. Dearth before Sept. 15)
- b. Kansas Board of Regents meetings – September 16-17
- c. Tilford Conference @ KU – October 5-6
- d. FY11 staffing allocations to Deans from Provost – October 15
- e. Fall Break – October 15-16
- f. Presidential inauguration – October 23
- g. Summer 2010 staffing requests due to Provost – October 31
- h. Summer 2010 allocations to Deans from Provost – December 1
- i. FY11 part-time funding requests to Provost – January 31
- j. FY11 part-time funding allocations to Deans from Provost – February 15

Richard C. Dearth, Dean
Kelce College of Business