

**Pittsburg State University  
Chair's Meeting  
MINUTES  
Tuesday, January 26, 2010, 2:30 pm**

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

Dr. Dearth began the meeting by displaying the proposed bathroom design for the building as well as materials and color scheme that will be used. Remodeling is to begin May 17-June 30 for the upstairs bathrooms, and June 30-beginning of fall semester for downstairs bathrooms. Discussion followed on details for the remodeled bathrooms.

Kelce is on the list after Porter and McCray for landscaping. Dr. Dearth has met with the university landscaping department and there are currently plans in process for landscaping around the building. SU 11 tuck pointing and masonry repair and sill repair will be completed.

Window installation will continue beginning on the Saturday before spring break in the Accounting & Management and Marketing offices and all courtyard windows (classrooms & bathrooms). Faculty will not be allowed in their offices while construction is taking place.

1. Updates - KBOR monthly meeting
  - a. Model Admissions Policy
    1. Model Admissions policy will be available in March
  - b. Academic Calendar
    1. New academic calendar has been approved by the BOR
  - c. KBOR program review
    1. No changes have been made to date
  - d. University of Kansas Press
    1. These budgets was eliminated and are actively seeking input from faculty and administrators for funding options. They currently have a large reserve.
  - e. Distance Education
    1. This will be available in March
  - f. Audit of private School degree offerings
    1. Contract has been signed by BOR to audit private school degree offerings to determine value of those programs
  - g. Summary of Governor's Budget Request
    1. A copy of this summary was distributed for informational purposes
  - h. Center for Teaching and Learning Technology – Hartman
    1. Remodeling is nearly complete in Hartman Hall
2. Departmental Issues
  - a. MGMKT - none
  - b. CSIS - none
  - c. ACCTG - none
  - d. ECON – Debbie Swindle's retirement has been requested and position has been requested
3. Discussion items:
  - a. Preliminary Discussion of Performance Appraisals (due to faculty March 2) and Youngman Grants (applications due February 1 for tenured and tenure-track faculty)
  - a. Tuition proposal request is pending (Bob Wilkinson is ill and proposal has not been finalized)
  - b. Program review committee membership recommendations
    1. COT and History Department will be under program review this semester

2. Dr. Dearth will be the Dean representative, Dr. Harris will be the Chair representative from the COB, and one faculty member from the College – Dr. Harris will ask Dr. Ahsan to be the faculty rep
  - c. Mini MBA program series for Summer
    1. Discussed proposed Mini-MBA program for SU 2010
    2. International Programs office will take care of housing, tours, etc., and COB will provide only the academic program
    3. Academic program will take place over one months time on Tuesday and Thursday evenings (3 hours each day)
    4. 8 professors are interested in teaching sessions
    5. Sessions can be taken individually by local people
  - d. Math 153
    1. Dr. Dearth had a meeting with Dr. Meats regarding problems with MATH 153. Dr. Meats has met with Dr. Flood, Chair of the Math Department. They are willing to work with the College of Business and do whatever is required of them.
    2. Dr. Dreher made a report on the survey that was distributed to faculty from the committee charged with studying the Math 153 curriculum. Committee will continue to meet for discussion on this issue. A hard copy of the report will be submitted.
    3. Possibility of adding a business communications course which could be assessed if a course or courses are eliminated from the quant sequence.
  - e. Registrar's Rule for Scheduling Classrooms
    1. After departments have scheduled classrooms each semester, the Registrars office will have access to any additional rooms in the building for scheduling purposes.
    2. Discussed that a policy should be put into place for using the computer lab for classes.
      1. Suggestion was made to use only 1 lab at a time for classes (some classes are too large to use only 1 lab and have to use both at the same time)
  - f. Live Text – January 27 and 28 Training sessions
  - g. Scheduling Computer Lab
  - h. Student Technology Requests – submit requests to Dr. Dearth as soon as possible
  - i. AACSB Publication Chart – Acctg and CSIS publication charts are still due (both are in progress)
  - j. Ethics Seminar with Technology
    1. Approximately 150 people have attended this conference in the past
    2. Proposal is to have an "Ethics Week" and include the COB faculty and students in the program (external speakers).
  - k. Part-time funding requests due
  - l. Faculty Vitae due – for SP 2010 semester
  - m. Scholarships – estimates will not be available until Feb. 16 or later. Chairs and Dean will meet on 2/23 to make determinations on scholarships.
  - n. Construction Issues
4. Upcoming events:
- a. FY11 staffing – revisit during February
  - b. FY11 part-time funding allocations to Deans from Provost – February 15
  - c. Youngman Allocation Due February 15
  - d. Summer schedule due February 22
  - e. Fall schedule due March 1
  - f. Performance Appraisal due to Faculty March 2
  - g. Spring Break March 15 – 18
  - h. Early Enrollment for Su 10 and WF 10 April 12-16
  - i. COB Banquet April 26
  - j. Kelce Board of Advisors – May 3

- k. PSU Service Awards – May 6
- l. Finals May 10-13
- m. Spring commencement – May 14 (COE, COT), May 15 (CAS, COB)

The meeting dismissed at 4:10 pm.

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Richard Dearth, Dean  
Kelce College of Business

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