

Minutes

Kelce Leadership Team Meeting
1:30 p.m. January 10, 2012

Present: Ms. Becky Casey, Dr. Din Cortes, Dean Paul Grimes, Dr. Eric Harris, Dr. Mike Muoghalu

Provosts Leadership Council report (Dean Grimes):

1. KBOR has asked all regents institutions to have a policy on sexual abuse and need to have approval from faculty before the end of the month.
 2. Space consultants will be back at PSU on 1/23 & 1/24 and wish to meet with focus groups again.
 3. LiveText representatives will be visiting PSU sometime during the spring semester, and will be meeting with users.
 4. Personnel changes
 - a. Peggy Snyder will be the new Director for Institutional Research as well as continuing her duties as Dean of Continuing & Graduate Studies until June 2012. From June 2012-2013 she will serve as Director of Institutional Research only, and after that will go back to teaching.
 5. Tuition proposal processes are taking place.
 6. Student accommodations processes with Cindy Johnson (physical disabilities) and Allison Adams (learning disabilities).
 7. Entering class profile from Dr. Ivy's office was distributed.
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- I. Innovation Engineering Workshop
 - A. January 11th at Tech Center – 9:00 a.m.
 - B. Who is attending – 10 faculty from KCOB in addition to 20-25 from KTC
 - II. Spring Faculty Meeting – build agenda
 - a. Discussed agenda items for spring faculty meeting
 - i. Development report from Holly Kent
 - ii. Brief update from each department, MBA Director, Tech Support & Academic Advisor
 - iii. Grimes – report on first semester; assessment and accreditation timeline issue reporting; other issues. Copy of AACSB standards will be distributed. Need to have end of semester faculty meetings (proposed date of May 10, 2012). Professional responsibilities, office hours and campus citizenship.
 - iv. Vita and syllabi
 - III. HLC – engagement activity write-ups from Chairs to Dr. Grimes by 01/19 (next week)
 - IV. Reactions to proposals coming from PLC
 - A. Conflicting final exam period
 - a. There are classes that have the same room at the same time scheduled for finals (mostly hybrid classes). Proposed to put some flexibility into the final exam schedule.
 - i. Discussion followed and all agreed that this policy will work for the college.

- B. Credit hour definition proposal was distributed and discussed
 - a. Suggestion was made to remove the word “level” from item 2 in the procedures and responsibilities. After discussion it was decided that this change isn’t necessary. KLT agreed on the proposal.

- V. Junior Jungle Day request – how do we structure program (April 7)
 - a. Dana Blubaugh from KC Metro Center is asking that the KCOB restructure Jungle Day for the college by setting up booths with information from each department.
 - b. Discussed setting up tables/booths for each degree in the college
 - c. Mrs. Casey will work on putting together a brochure that could be easily adapted for each department

- VI. Updates and Announcements
 - A. Grimes – Faculty photo schedule (01/26 & 01/27),
 - a. Logo update – Dr. Harris will check with Chris Kelly to see where we are on updating the logo
 - b. Cassie Mathes would like a list of important dates that will be coming up for the College of Business during the next semester. KLT are asked to submit dates directly to Cassie.
 - B. Casey –
 - a. ACIS opening faculty meeting will be held right after the Kelce opening meeting.
 - i. Asking all faculty to bring something to share at the meeting to develop better faculty relationships
 - b. SPTE results – evaluate all courses or only 2. This item was tabled for future clarification and discussion. Ms. Casey will contact representative from the unit to get clarification.
 - C. Cortes –
 - a. Ken Smith has returned from sabbatical
 - D. Harris –
 - a. Dr. Choong Lee was chosen as a Fullbright scholar for the next two years
 - b. Dr. Sang Lee will be out at the beginning of the semester for medical/health reasons – all classes will be covered
 - c. Need to look at improving classroom assignments
 - d. 15 applicants for Management Assistant Professor position
 - e. Need to justify AQ tables
 - E. Muoghalu – no report

- VII. Old Business -

- VIII. New Business -

- IX. Adjourn – at 3:25