

Kinesiology, Sport and Leisure Studies

Minutes

November 29, 2022

11:00 a.m.

Microsoft Teams Meeting

Present:	Dr. Martin Ayim	Dr. Aaron Livingston
	Dr. Rodney Blackman	Dr. Catalina Palacios
	Ms. Breleisha Gilbert	Dr. Larry Proctor
	Ms. Barbara Lewis	Dean Debbie Thomas
	Ms. Teshia Lincoln	

Absent: Dr. Patricia Simmons (excused)

Presiding: Dr. Obadiah Simmons, Jr.

Call to Order: The meeting was called to order at 11:06 a.m.

I. Welcome

Dr. Simmons opened the meeting by welcoming everyone in attendance.

II. Approval of Agenda

The agenda was approved as printed with no additions.

III. **Approval of Minutes** (from previous meeting)

The minutes for October 25, 2022 were approved as presented.

IV. Old Business

A. Virtual Introduction via KSLs Website (Tuesday/Thursday)

- The department is attempting to update/upgrade the KSLS website.
- No faculty have completed the virtual introduction.
- Dr. Palacios and Dr. Gilbert are spearheading the virtual introductions. Dr. Simmons drafted a couple of scripts. Each faculty will prepare a 30-45 second introduction to introduce themselves to visitors to the website and welcome them to Grambling State University and the Department of KSLS. A caption will pop-up on the screen during the introduction as to where you've studied and earned your degrees along with your contact information. Mr. Blakeney can record the introductions on Tuesdays or Thursdays from 1:00 p.m. to 3:00 p.m.

B. End-of Semester Items

- The end-of-semester items are due by Tuesday, December 20, 2022.

C. Final Exam Schedule

- The final exam schedule is located on the website under Academic Affairs.
- Faculty were reminded to adhere to the final examination schedule and not to administer the final examinations early. Students can take the examination after the scheduled date prior to submitting final grades.

D. KSLs Advisement Lists & Reminders

- The updated advisement lists in terms of advisement assignment were emailed to the faculty. The lists were shared with Dean Thomas, Registrar's Office, Admission and Recruitment Office and Mr. Milton Jackson. Mr. Jackson now serves as the Interim Director of University College.

E. *Others*

- Faculty were reminded to continue practicing to keep the office door open unless you are in conference with a student, in a meeting or other visitor. Oftentimes a student may not necessarily knock on the door to check on your availability. This will alert the students of your availability and presence. It is important particularly during this period of pre-registration from now through the end of the semester. Faculty were asked to exercise professional courtesy and patience in communicating with the students.
- The system is now checking the repeat hours and repeat limits for all students for financial aid awarding purposes. This is to ensure students' financial aid is not canceled early in the spring semester and to avoid request for students to add classes after registration is closed. Overrides will be required for repeat hours or repeat limit. Dr. Simmons recommended that the requests for overrides be emailed to the teacher of record and the department head.
- Dr. Simmons shared some highlights and observations with the KSLS faculty from the **2022 NRPA Conference in Phoenix (AZ)** held in September and also from the **2022 LAHPERD Conference in Baton Rouge (LA)** held in November. Dr. Simmons has a program booklet from each conference for faculty members to peruse through for specific topics. Faculty are encouraged to confer with Dr. Simmons on any of the topics that were presented.

V. **New Business**

A. *Faculty Mid-Year Report*

- The faculty mid-year report is due by Friday, December 15, 2022.

B. *Re-Activation of Gamma Zeta Chapter (PEK)*

- Phi Epsilon Kappa Fraternity Board of Directors approved the re-activation of Gamma Zeta Chapter (PEK). The next step in the process is to schedule a day/time to conduct the chapter re-installation ceremony and formally induct the new members.

C. *Other*

- The Freshman Comparison Report was shared with the faculty. The report gives a comparison over the past three years.

VI. **Updates/Announcements**

A. *Professional Conferences & Meetings*

- Title III funds are available for travel via the QEP Office for approved conferences. We were requested to reduced the list of conferences to a total of four. Two faculty members are eligible for funding per travel. The maximum amount of funding is \$2,500. LAHPERD, SOPHE and NASSM will be submitted with one conference remaining. Dr. Simmons indicated that he will include NRPA or ATRA in the list for Dr. Gilbert to attend the conference.

B. *GSU Faculty Senate*

- Dr. Aaron Livingston indicated that the Faculty Senate provides funding for faculty who are presenting at a professional conference, convention, or similar professional organizational meeting. The maximum amount of funding is \$500 and \$1,000 for international travel. Requests must be submitted at least 14 days in advance.

C. *Others*

- Dr. Gilbert, Dr. Livingston and several students will be traveling to Ghana in the 2023 spring semester.
- Dr. Livingston indicated that there will be a symposium at the University of Cape Coast, University of Ghana and University of Winneba.

Remarks/Comments from Dean Thomas:

- Dr. Thomas thanked everyone for their kindness, kind words, thoughtfulness, generosity and floral arrangement due to the recent passing of her sister, Veronica Thomas Abii.
- The CAEP: Focused Strategic Productivity Sessions are scheduled every Tuesday and Friday in the Nursing Building from 9:00 a.m. to 11:30 a.m. in preparation of the Self-Study report. There are some additional changes in terms of the leadership; therefore, it is important to have as much support as possible across the college. Dr. Thomas thanked Dr. Simmons and Dr. Proctor for their participation in the workshop with the consultant, Dr. Brewer.
- Dr. Thomas asked the faculty for their thoughts and recommendations regarding a College of Education Holiday Gathering.

VII. Closing Remarks*A. Department Head/Dean/*Provost's Office*

- Provost Walton and other University Officials have a standing open invitation to attend all KSLS departmental meetings.

B. Announcement

1. Next KSLS department meeting is scheduled for January 31st at 11:00 a.m.

C. Adjournment

The meeting adjourned at 11:44 a.m.

Recorder: Sheila Griffin



Kinesiology, Sport & Leisure Studies
Tuesday, November 29, 2022 – 11:00 a.m.
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A G E N D A

- I. Welcome
- II. Approval of the Agenda
- III. Approval of the Minutes (October 25th)
- IV. Old Business
 - A. Virtual Introduction via KSLS Website (Tuesday/Thursday)
 - B. End-Of-Semester Items via Ms. Griffin
 - C. Final Exam Schedule (see website under Academic Affairs)
 - D. KSLS Advisement Lists & Reminders
 - E. Other(s)
- V. New Business
 - A. Faculty Mid-Year Report (due December 15th)
 - B. Re-Activation of Gamma Zeta Chapter (PEK)
 - C. Other(s)
- VI. Updates/Announcements
 - A. Professional Conferences & Meetings
 - B. GSU Faculty Senate (*Livingston*)
 - C. Other(s)
- VII. Action Items
- VIII. Closing Remarks
 - A. Department Head/*Dean's Office/*Provost's Office
 - B. Announcements
 - 1. Next KSLS Department Meeting: **January 31st @ 11:00 a.m.**
 - 2. Other(s)
 - C. Adjournment
- IX. [***NOTE:** Dean Thomas, Provost Walton and other University Officials have a **Standing Open Invitation** to attend all KSLS Departmental Meetings.]