

**Deans Council Minutes**  
**November 19, 2012**  
**1:30 PM**  
**611 Allen**

Members Present: Jerry Gilbert (chair), Richard Blackbourn, Steven Brown, Tim Chamblee, Frances Coleman, Lou D'Abramo, Greg Dunaway, Jerry Emison, Kent Hoblet, Walter Taylor (for George Hopper), Brandon Jolly (for Joan Lucas), Sharon Oswald, Mike Rackley, Sarah Rajala, Lynn Reinschmiedt, Peter Ryan, Becky Gardner (for Chris Snyder), Jim West, Park Wynn.

Others Present: Teresa Gammill, Kate Kalata, Judy Spencer, Steve Taylor, Cat Walker.

Minutes Taken By: Martha Thomas.

1. Upon a motion by Sarah Rajala and second by Lou D'Abramo, the minutes of the November 5, 2012, meeting were approved unanimously with no corrections.
2. Announcements:
  - a. Jerry Gilbert announced that John Dickerson will be the new Registrar and that he would start in the position on January 16. Dr. Dickerson will come to MSU in December to observe the commencement exercises. Dr. Gilbert thanked Tim Chamblee for chairing the search process.
  - b. Dr. Gilbert announced that the searches for the positions of Dean of the College of Arts & Sciences, Dean of the Graduate School and Associate Vice President, and Executive Director of the Center for Distance Education were making progress.
  - c. Dr. Gilbert announced that IHL has granted approval to charge students a capital improvements fee (\$50 per semester). This fee will be charged to every student except those students taking classes through Campus 5 and will be pro-rated based on 12 credit hours of enrollment. The revenue from this fee will be used to supplement state bond funds for construction, repair, and renovation of facilities.
  - d. Dr. Gilbert reminded the Deans Council that the university will no longer charge employee distance fees for courses taken under tuition remission; however, employees will continue to be responsible for the instructional support fee.
  - e. Dr. Gilbert reminded the Deans Council that full-time administrators are not to receive additional compensation for teaching.
  - f. Dr. Gilbert discussed the upcoming changes related to Intermediate and College Algebra. In order to be placed into College Algebra, students will need to make a 19 or higher on the math subsection of the ACT (previously a 20 was required). Starting in the fall of 2013, students with a subscore below a 19 on the math subsection of the ACT may not take Intermediate Algebra in the fall. These students will be permitted to take it in the summer or spring, and will be encouraged to come to MSU during the summer term prior to their first semester to take the class. Other options include taking the course at a community college or taking a test to place out of the course. Dr. Gilbert stated that he hoped this change would lessen the demand on seats in this course in the fall.

- g. Dr. Gilbert discussed the process the university is undertaking to address faculty salary compression of full professors.
  - i. Drs. Gilbert, Chamblee, and Meghan Millea examined the SUG discipline for each faculty member. For faculty members in a narrow SUG discipline (low faculty numbers in that discipline), the faculty members were moved to the next group in that category. Dr. Gilbert gave the example of faculty in Agribusiness being moved into Agricultural Economics. He stated that there were 20 categories of faculty that needed to be adjusted to a different SUG discipline due to low numbers.
  - ii. Dr. Gilbert stated that in order to be qualified for a salary adjustment, each individual must have a salary below the SUG average and must have satisfactory annual reviews for the last three years. All full professors (tenured, research, etc.) are included, including department heads, but excluding any administrator higher than department heads.
  - iii. Dr. Gilbert stated that this project would impact between 200-300 individuals. Those receiving an adjustment would have their salaries changed effective January 1, 2013.
  - iv. The university has committed to supporting this effort at \$500,000 this year.
  - v. Dr. Gilbert described the process of determining the amount of each individual's adjustment. Each individual impacted will have their salary gap reduced by the same percentage as every other individual impacted. For example, depending on their salary percentage below the SUG average, some individuals will receive an adjustment of \$50 while others will receive \$5,000.
  - vi. Dr. Gilbert stated that administrators not eligible for an adjustment due to their position (including interims) would receive adjustments (depending on eligibility) when they return to their faculty positions.
  - vii. Dr. Chamblee stated that salary adjustments for department heads are based on their base salaries, excluding stipends.
  - viii. Dr. Gilbert stated that this is an honest effort to make adjustments to compressed salaries.
- 3. Family Weekend:
  - a. Cat Walker introduced herself as the Director of Parent and Student Services in the Dean of Students Office. With her is Kate Kalata who is working with Ms. Walker along with three other graduate students in the higher education program.
  - b. Ms. Walker stated that Family Weekend would be held the weekend of Friday, February 15, 2013. Currently more than 100 people are signed up for the event. She saw a need for a Family Weekend, especially for out of state students and their families. Ms. Walker would like to involve the colleges in this event.
  - c. Ms. Kalata asked that the colleges hold an open house for students and their families on Friday, February 15. She suggested a 2-hour period, with refreshments, and having associate deans or faculty members available to speak with any visitors.

- d. There was discussion as to the purpose of this event, including: increasing retention, aiding in recruiting students, helping families to develop a relationship with the university, etc.
- 4. AOP 12.29 – Undergraduate Entrance Requirements:
  - a. Dr. Gilbert suggested that today be the first reading of the AOP as the Deans Council may have not yet had time to read the AOP.
  - b. Dr. Rajala asked whether a college could have different standards than those described in the AOP. Peter Ryan stated that admission to the university and admission to the college are two different things.
  - c. Dr. Gilbert stated that this AOP would be brought back to Deans Council for further review.
- 5. Other Items:
  - a. Lynn Reinschmiedt announced that commencement would occur Saturday, December 15 at 10:00 AM. Approximately 1,000 students have applied to graduate. Meridian’s commencement will be held Friday, December 14.