

Deans Council Minutes
March 4, 2013
1:30 PM
611 Allen

Members Present: Jerry Gilbert (chair), Richard Blackbourn, Steven Brown, Tim Chamblee, Frances Coleman, Lou D'Abramo, John Dickerson, Greg Dunaway, Jerry Emison, Robert Cooper (for Kent Hoblet), Julia Hodges, Walter Taylor (for George Hopper), Joan Lucas, Sharon Oswald, Mike Rackley, Royce Bowden (for Sarah Rajala), Peter Ryan, Shelby Sims, Christopher Snyder, Jim West, Park Wynn.

Others Present: Phil Bonfanti, Judy Spencer, Steve Taylor, Sandy Williamson.

Minutes Taken By: Martha Thomas.

1. Upon a motion by Lou D'Abramo and second by Greg Dunaway, the minutes of the February 18, 2013, meeting were approved unanimously with no corrections.
2. Announcements:
 - a. Jerry Gilbert reminded the Deans Council that any offering of classes at sites other than Starkville, Meridian, Jackson, or the Gulf Coast site need SACS approval in advance.
 - b. Dr. Gilbert announced that he will be meeting with small groups of department heads over the coming months to expectations of leadership and the importance of communication within the department.
 - c. Dr. Gilbert discussed plans to formalize a central process for the three-year reviews of academic administrators.
3. Enrollment Targets:
 - a. Phil Bonfanti distributed information regarding actual enrollment numbers for new students.
 - b. Dr. Bonfanti thanked the deans for their help with the Academic Insight events.
 - c. Dr. Bonfanti discussed recent enrollment trends including an increase in the number of freshman applications and a decline in the number of transfer applications.
 - d. There was discussion about Meridian enrollment figures which were excluded from one of the handouts.
 - e. Dr. Bonfanti announced that incoming students may begin to register for Orientation and asked the deans to encourage students to sign up for Orientation as this is one of the best indications that the student will enroll at MSU. Dr. Bonfanti explained that the Orientation fee helps to discourage students from enrolling in Orientation sessions at multiple universities.
 - f. Dr. Bonfanti distributed information related to enrollment targets and explained that if we follow the same patterns, MSU will have 34 fewer students in fall 2013 than in fall 2012.
 - g. Dr. Gilbert stated that to avoid the enrollment decrease, the university can work to have a higher percentage of returning students and work to achieve the stretch enrollment targets.
 - h. There was discussion as to reasons why students in academic good standing do not return to the university. Dr. Bonfanti stated that he will

present strategies for addressing this problem to the Enrollment Management Council.

- i. Dr. Gilbert stated that it is important to maintain enrollment as it has financial consequences to the university when it is not maintained.
 - j. Dr. Gilbert announced that IHL is considering implementing a funding formula related to productivity. Under the proposed formulas, MSU would stand to gain funding.
4. Academic Operating Policies:
- a. AOP 10.02: Academic Administrators and Directors:
 - i. Mike Rackley suggested editing the first paragraph under item 2.a. to reflect the title of Chief Information Officer.
 - ii. **Upon a motion by Jim West and second by Dr. Dunaway, the AOP was approved unanimously with the above edit.**
 - b. AOP 12.15: Academic Probation for Undergraduate Students:
 - i. Peter Ryan explained that edits were made to the AOP as there was no real method of policing whether students registered for courses outside of the university and that students should not be penalized for doing well in those courses.
 - ii. **Upon a motion by Dr. Ryan and second by Dr. D'Abramo, the AOP was approved unanimously with no further edits.**
5. Other Items:
- a. Dr. Gilbert announced that arrangements are being made for the memorial service for Dr. Donald Zacharias. Information related to the service will be released once finalized.
 - b. Richard Blackburn distributed a brochure on the Mississippi Excellence in Teaching Program. He stated that the program has been well-received.
 - c. Dr. Gilbert thanked the colleges of Arts & Sciences and Agriculture & Life Sciences for providing additional degrees to add to the Three Year Degree Program website. Dr. Gilbert indicated that he hopes to reveal this website before the Legislature concludes.
 - d. Dean West asked when the Promotion and Tenure document would be approved. Jerry Emison answered that the document will be considered by the Faculty Senate on Friday, March 8.