

Associate Deans Council
August 8, 2012
Meeting Minutes

Present: Peter Ryan (Chair), Wes Ammon, Donny Banerjee, Thomas Bourgeios, Linda Buehler, Tim Chamblee, Karen Coats, Walter Diehl, Becky Gardner, Tim Griffin (for Mike Rackley), Julia Hodges, Teresa Jayroe, Mitzy Johnson, Rick Kaminski, Dinetta Karriem, Cassandra Latimer (for Scott Maynard), David Lewis, Patricia Matthes, Scott Maynard, Lynda Moore (for Ray Berryhill), Julia Porter, Mike Rackley, Kevin Rogers, James Scheiner, Steve Taylor, Rick Travis.

Peter Ryan called the meeting to order at 1:30 p.m. in 611 Allen Hall.

1. Consideration of the minutes.

David Lewis made the motion and Rick Kaminski seconded to approve the minutes of July 25, 2012. The motion was approved unanimously.

2. Announcements.

- Peter Ryan introduced Julia Porter, Associate Dean in the Meridian Division of Education as a new member to the council.
- New Faculty Orientation will be held on Tuesday, August 14, 2012 in the Grisham Room, Library.
 - a. Peter Ryan mentioned a discussion regarding the bus tour event and asked for thoughts or suggestions of a whole day tour opportunity. There are some concerns that faculty may not be available to participate for an all-day event due to class or other responsibilities. After further discussion, Peter Ryan noted the suggestion of offering the tour during fall break with no class conflicts.
- Student “move in” day for campus housing will be on August 11. If anyone is interested in assisting students and parents, please contact Calvin Mosley at 325-2799 for more information.
- Thomas Bourgeios announced that the Blues Breakfast for parents will be held on Sunday, August 12 from 8-10:00 a.m.
- The Center for Teaching and Learning will host the presentation, **Students are from Jupiter, Professors are from Saturn: Understanding Millennials in College** by Dr. Fred Bonner from Rutgers University on Thursday, August 30. Lunch will begin at 11:30 a.m. the Union, Foster Ballroom U followed by the program at 12:15 – 1:30 p.m.
- Peter Ryan noted concerns regarding the spring 2013 admission date of January 7, 2013 which will be a short timeline and challenge for students requesting readmission. There has been some discussion of the appropriate staff returning from break earlier but no details have been worked out. Any suggestions would be appreciated.
- Julia Hodges reported that the Administrative Training sessions have been well received. The 4th session on recruiting, hiring and retaining faculty and staff will be held on Thursday, August 9.

3. Chair’s Report. None

4. AOPs

AOP 12.12 Credit, Grades and Academic Standing

Tim Chamblee presented revisions to the definition of a credit hour. There was further discussion of the allowed 25 percent of transfer/earned curriculum. There was agreement to table the policy until review of data that will be collected by Linda Buehler, Interim Co-Registrar.

5. New Business.

- Mitzy Johnson reported that the deadline for IE reports will be August 31, 2012. There are several help sessions scheduled for August if assistance is needed. She noted that reports need to show quality improvement.
- Thomas Bourgeois stated that he is available to meet with departments or units to discuss issues such as Title II of the Clery Act, sexual misconduct, Maroon Alert, honor code, or other issues. Please contact the Dean of Students office to schedule a meeting, if interested.
- Linda Buehler reported on the eform requirement after the 10th day of class for changes to the master schedule's course instructor of record. There will be training sessions provided for persons responsible for submitting schedules, and all are encouraged to attend for updated training.
- There will be a future timeline for submission and implementation of additional course fees in order for processing the request and making sure that students are aware of any additional expenses. There was also mention that students should be aware of any additional software that will be required.
- The Provost will meet with department heads and deans in McComas Auditorium on Friday, August 17 at 3:00 p.m.
- Peter Ryan and Julia Hodges are looking forward to meeting with all departments that will be scheduled during faculty meetings over the academic year.

The meeting was adjourned at 2:35 p.m.