

**Associate Deans Council**  
**August 22, 2012**  
**Meeting Minutes**

**Present:** Peter Ryan (Chair), Donny Banerjee, Ray Berryhill, Thomas Bourgeois, Royce Bowden, Tim Chamblee, Karen Coats, Robert Cooper, Walter Diehl, Randy Follett, Nancy Fultz, Becky Gardner, Julia Hodges, Teresa Jayroe, Mitzy Johnson, Rick Kaminski, Dinetta Karriem, David Lewis, Scott Maynard, Elton Moore, Linda Morse, Julia Porter, Mike Rackley, Lynn Reinschmiedt, Kevin Rogers, James Scheiner, Steve Taylor, Walter Taylor, Rick Travis.

Guests: Bill Kibler, James Orr, Scott Roberts.

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

**1. Consideration of the minutes.**

James Scheiner made the motion and Rick Kaminski seconded to approve the minutes of August 8, 2012. The motion was approved unanimously.

**2. Announcements.**

- The Deans and Department Heads meeting was held on Friday, August 17, 2012.
- Dr. Fred Bonner from Rutgers University will present "Students are from Jupiter, Professors are from Saturn: Understanding Millennials in College" at the Union Ballroom U on Thursday, August 30 with lunch beginning at 11:30 a.m. followed by the presentation at 12:15 p.m. More information and registration can be found on the CTL website.
- The Office of Diversity and Equity, along with other university units will host the conference "Human Capital, Enhancing the Academic Achievement of Men of Color" at the Colvard Student Union on August 31. The conference will address the academic needs of male students of color.
- MSU's International Institute will host the International Food Security conference to be held on September 10 in the Colvard Student Union's Foster Ballroom.
- The Department of History will be hosting the conference, "Thinking Land Grants: A 'Cerebration' of the 150<sup>th</sup> Anniversary of the Morrill Land-Grant Act" during October 3 – 6, 2012. There will be scheduled activities on campus with visitors from across the nation. The president of the Association of Public and Land-Grant Universities, Dr. Peter McPherson, will give an address on the opening day of October 3.
- Peter Ryan stated that faculty should be reminded about the use of Facebook. There was further discussion regarding social media and how it can be an effective tool, however, postings and pictures should be kept within the bounds of academia with appropriate material. Faculty should keep their academic Facebook uses independent from personal Facebook.
- Peter Ryan noted that the final enrollment count on the 10<sup>th</sup> day of class has an expectation of being lower than last year. The Dean of the Graduate School is sending reminders to eligible graduate students to enroll and the Registrar's office has sent letters encouraging good standing students to return to the university. Lynn Reinschmiedt reported that there are currently 861 students who attended spring and summer terms but are not registered for Fall 2012. Upon the suggestion of the Provost, a contact list by college and major was provided to be distributed to departments for follow up with contacts to eligible students.
- Bill Kibler noted that although the projection for university enrollment is approximately 200 students below last year there still may be potential with eligible students to keep enrollment the same or more than last year. There was further discussion for the need to help for potential enrollment growth from eligible students.

**3. Chair's Report.** None

#### 4. AOPs

##### AOP 12.07 Student Honor Code Policy

Bill Kibler, Scott Roberts, and James Orr were present to support the newly drafted Honor Code Policy to be reviewed by the Associate Deans. The draft was structured with strong recommendations from the adopted procedures so that the AOP was consistent with the practice. Peter Ryan noted that it will be the responsibility of the Associate Deans and Department Heads to provide leadership and encourage faculty to follow the approved policy of the honor code. There was further discussion with suggested revisions which included adding to II (a) *undergraduate*, and (d) *within established - time limits*. After further discussion, there was a motion by Karen Coats and seconded by Randy Follett to approve the document with edits and move forward to Deans Council. The motion was carried with all eyes in favor. The document will be forwarded to the Deans Council for further consideration.

#### 5. New Business.

- Karen Coats announced that the Graduate Office and International Institute will be hosting a Fulbright informational workshop on September 13 from 1:00 – 2:00 p.m. in 330 Colvard Student Union.
- Lynn Reinschmiedt reported that the new policy has been implemented requiring eforms after the 10<sup>th</sup> day of class for changes to instructor of record. He noted that there are still 62 sections that do not have an instructor of record.
- Lynn Reinschmiedt reported that workshops for course scheduling were conducted by Amy Adkerson and Debbie Wade with good response. The spring master schedules will be delivered to colleges this week for dissemination to departments.
- The group interview sessions with the three candidates for Associate Registrar position are scheduled for August 29 at 1:30 p.m. in 328 Colvard Student Union.
- The Athletic department will send out information to make faculty aware of a noon event at the stadium on Friday, August 24 which will include running videos with sound elements may be disturbing for classes.
- Linda Morse announced that the annual advising workshop will be held on September 7 at 2:00 p.m. and encouraged registration via the CTL website.
- Thomas Bourgeois reported on a section of B.S. Hood road being closed due to construction at Davis Wade Stadium. More information has been posted on the MSU webpage.
- Tim Chamblee reported that the deadline for IE reports is August 31. There are still help session workshops scheduled next week.

**The meeting was adjourned at 2:50 p.m.**