

**Associate Deans Council**  
**December 11, 2013**  
**Meeting Minutes**

**Present:** Peter Ryan (Chair), Noel Addy, Wes Ammon, Ray Berryhill, Thomas Bourgeois, Tim Chamblee, Karen Coats, Robert Cooper, John Dickerson, Walter Diehl, Nancy Fultz, Becky Gardner, Julia Hodges, Eddie Mac Huddleston, Teresa Jayroe, Dinetta Karriem, Scott Maynard, Beth Miller, Elton Moore, Linda Morse, Julia Porter, Masoud Rais-Rohani, Kevin Rogers, James Scheiner, Steve Taylor, Rick Travis, James Warnock, Scott Willard.

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 Kevin Rogers seconded to approve the minutes of November 13, 2013. The motion was approved unanimously with minor corrections.

**2. Announcements.**

- Peter Ryan introduced James Warnock who is serving as interim Associate Dean in the Bagley College of Engineering.
- Peter Ryan announced several deadlines and upcoming events.
  - Final grades will be due at 12 noon on December 16, 2013.
  - Commencement exercises will be held on Saturday, December 14 at 10:00 a.m. Faculty and staff are encouraged to participate.
  - Faculty salary compression adjustments will take effect on January 1, 2014. Letters have been sent out to faculty impacted by the adjustments.
  - Sabbatical leave applications for the 2014-2015 year will be due on January 8, 2014 to the Office of the Provost and Executive Vice President. The IHL Board reviews applications only once during the year in April.
  - Peter Ryan noted appreciation to the council members for their support during the past year.

**3. Chair's Report – none**

**4. AOPs**

**AOP 12.18 Academic Amnesty for Graduate Students**

The policy was brought forward again for review at the request of Karen Coats, Office of the Graduate School, who suggested the following edits: (a) change hours from 12 to 9 (successful completion of at least (9) successful credit hours), and (b) change (upon in residency completion –to - applicable only to credits earned at MSU as part of current curriculum requirements). These changes are needed for consistency with the policy and the Graduate Bulletin. The form for students' use can be found on the Graduate School website. After discussion and none opposed, the edits were approved to move forward to the Deans Council for further consideration.

**AOP 13.22 Guidelines for Adjunct Faculty, Visiting Faculty, Visiting Scholar and Visiting Executive Appointments**

Peter Ryan met with General Counsel and HRM regarding clarification to the policy regarding liability and various types of external appointments. After discussion and minor edits made to the sentence about individuals who are invited to campus to participate in research activities, there was agreement that General Counsel would further review for reference to the four titles (only) as listed on the policy. All were in favor of moving the policy forward to the Deans Council if there were no further changes suggested by General Counsel.

**5. New Business**

- John Dickerson discussed the commencement exercise walk through practice and noted if anyone needed clarification to contact the Registrar's office.
- Elton Moore briefly mentioned a grant with Blue Cross/ Blue Shield and noted that he would give more details at a later date.
- Tim Chamblee reported on the SACS accreditation off site report and noted there are minimal issues to deal with before the onsite visit in April.

**The meeting was adjourned at 2:00 p.m.**