

Deans Council Minutes
October 13, 2014
1:30 PM
President's Conference Room, Lee Hall

Members Present: Jerry Gilbert (chair), Elton Moore (for Richard Blackburn), Lori Bruce, Tim Chamblee, Frances Coleman, Cody Coyne, John Dickerson, Greg Dunaway, Haley Grantham, Kent Hoblet, Julia Hodges, Ian Munn (for George Hopper), Joan Lucas, Jason Keith, Sharon Oswald, Allison Pearson, Mike Rackley, Chris Snyder, Michael Berk (for Jim West).

Others Present: Tracey Craven, Teresa Gammill, Judy Spencer, Joy Graves.

Minutes taken by: Ardra Morgan.

1. Upon a motion by Sharon Oswald and second by Kent Hoblet, the minutes of the September 15, 2014, meeting were approved unanimously with no edits.
2. Announcements:
 - a. Jerry Gilbert welcomed members and mentioned what a great time it is for MSU athletics and for MSU as a whole. The national recognition of our football team opens doors for recruiting undergraduate and graduate students.
 - b. Dr. Gilbert announced the extension of the deadline for submission of teaching excellence awards to October 27, 2014.
 - c. Dr. Gilbert reminded members that the results of the three-year reviews are available for review and that appropriate actions should be taken to complete the process.
 - d. Dr. Gilbert discussed the recommendation by Noel-Levitz on how we award scholarships and effectively utilize the funds in recruiting students. One of the recommendations is to move forward the award dates of college and departmental scholarships to give prospective students a better idea of what they will receive if they attend MSU. As a result of this recommendation, we are setting a deadline of February 1 for college and departmental scholarships over \$1,000.
 - e. Dr. Gilbert discussed information shared by Noel-Levitz on a possible plan to move funding from upper-end scholarships to scholarships in the middle range. This plan could bring a savings of \$5 million while bringing in an additional 200 students.
 - f. Dr. Gilbert provided a handout on the SEC Academic Collaboration Award program. This award provides opportunities for student-focused collaboration within the SEC.
3. Programs involving minors (children) on campus:
 - a. Joy Graves discussed her efforts to compile a complete list of programs that bring minors to campus. This can include camps, lessons, counseling, sports activities and will also include employee's children who are on campus in parent's offices.
 - b. Ms. Graves stated that an email will be sent in the next week asking for information on this topic.
4. Academic Operating Procedures
 - a. AOP 12.01 – Academic Add/Drop Policy:

- i. Peter Ryan is on travel and provided an executive summary of the changes proposed. The Associate Deans Council approved the extensions unanimously.
- ii. **Tim Chamblee moved that the AOP be accepted as presented. Lori Bruce seconded the motion.**
- iii. Discussion:
 - 1. Haley Grantham stated that the current add/drop date does not provide enough time for feedback on grades. By moving the date to the 36th day this will allow students sufficient time to receive feedback that will assist in making an informed decision.
 - 2. John Dickerson stated that, after reviewing practices at several institutions, his office found 36 days to be a good average. Many went beyond this number but feel that 36 days is a good fit for MSU. For condensed sessions, Dr. Dickerson stated that he believes there to be greater flexibility for a 2nd day add/drop date without fee/penalty.
 - 3. Julia Hodges stated that she is in favor of the change but expressed concern regarding faculty delaying providing feedback and that too much of the final grade is earned at the end of the semester.

iv. **The motion was approved unanimously without edits.**

- b. AOP 12.16 – Academic Suspension and Dismissal:
 - i. Dr. Ryan is on travel and provided an executive summary of the changes. The Associate Deans Council approved the changes unanimously.
 - ii. **Dr. Chamblee moved that the AOP be accepted as presented. Jason Keith seconded the motion which was approved unanimously without edits.**
5. Other Items
- a. Dr. Dickerson provided a Draft of the 2015 Spring and Summer Orientation Schedule. He noted the addition of a July date due to the success of the added date in July 2014. He also noted the addition of an open enrollment time from July 28th to August 1st. RACs will be released twice daily during this week. He hopes that this will give advisors plenty of flexibility to work with students. Dr. Dickerson asked members to review the schedule and provide feedback.
 - b. Dr. Dickerson also provided a tentative schedule for the two day freshman orientation. Dr. Dickerson asked members to review and provide feedback.
 - i. One suggestion was to move the Academic meetings earlier in the day – possibly swap with Dawg Talk. Dr. Dickerson will discuss with his staff and provide feedback on this change.
 - ii. Dr. Hodges asked about orientation for Meridian students. Dr. Dickerson indicated that this is handled by Meridian staff and is on a separate schedule.
 - c. Dr. Gilbert announced that Mike Rackley has been working with Dr. Dickerson on a Parent Portal (FERPA and Parent Proxy) to provide access for parents to select student information. General Counsel is currently

reviewing wording on the portal in regards to FERPA law. He expects to be able to roll this out soon.

6. There being no further discussion, the meeting was adjourned at 2:46 PM.