

**Deans Council Minutes**  
**November 4, 2014**  
**11:30 AM**  
**Templeton Music Museum, Mitchell Memorial Library**

Members Present: Jerry Gilbert (chair), Richard Blackbourn, Lori Bruce, Tim Chamblee, Frances Coleman, Cody Coyne, John Dickerson, Rick Travis (for Greg Dunaway), JoJo Dodd (for Haley Grantham), Kent Hoblet, Julia Hodges, George Hopper, Masoud Rais-Rohani (for Jason Keith), Joan Lucas, Sharon Oswald, Allison Pearson, Mike Rackley, Peter Ryan, Chris Snyder, Jim West.

Others Present: Teresa Gammill, Judy Spencer, Steve Taylor.

Minutes taken by: Martha Thomas.

1. Upon a motion by Frances Coleman and second by Lori Bruce, the minutes of the October 13, 2014, meeting were approved unanimously with no edits.
2. Announcements:
  - a. Jerry Gilbert thanked Dean Coleman for welcoming the Deans Council to Mitchell Memorial Library for this meeting.
  - b. Dr. Gilbert discussed the faculty salary compression adjustment process and stated that \$600,000 has been allocated for full professors and \$150,000 has been allocated for associate professors. Dr. Gilbert stated that he hoped the university would be able to give merit salary increases in the summer of 2015.
  - c. Dr. Gilbert stated that the three-year review survey has closed and suggested that deans meet with the department faculty where department heads were reviewed. Dr. Gilbert stated that he has met with the two deans reviewed and he will meet with the college faculty as well.
  - d. Dr. Gilbert reminded the Deans Council of a change to the Faculty Handbook which requires that copies of the department head, committee, and dean recommendation letters related to promotion and tenure must be copied to the candidate (with identifying information related to the external reviewer redacted).
  - e. Dr. Gilbert announced that a new scholarship approach is planned for the coming year. Instead of giving out-of-state tuition waivers to students, MSU will be giving a dollar-amount scholarship that ties to out-of-state tuition. Dr. Gilbert stated that this would not affect the out-of-state tuition waivers allocated for international students.
3. Demo of Electronic FERPA Release and Parent Portal System:
  - a. Mike Rackley discussed the concerns that were previously shared with him regarding the Parent Portal System and how these concerns related to FERPA. ITS has addressed these concerns by making the FERPA release electronic so that it may be tied to the Parent Portal System.
  - b. There was discussion regarding the number of students who request to remain completely confidential with regard to their attendance at MSU. Mr. Rackley stated that a student must make a request in writing to the Registrar's Office to request confidentiality.
  - c. Julia Hodges expressed concern that directory information (including name, ID#, and photo) may be released to anyone. Mr. Rackley stated

that all of the items listed as directory information are recognized by the US Department of Education as such.

- d. Allison Pearson asked if there was a plan to actively promote the Parent Portal System. Dr. Gilbert stated that there is a plan to actively promote so that parents can assist in their student's success.
4. Academic Operating Policies:
- a. AOP 12.22 – Undergraduate Student Course Load:
    - i. **Peter Ryan moved that the AOP be accepted as presented. Sharon Oswald seconded the motion.**
      1. Discussion:
        - a. Dr. Ryan stated that there has been a shift in the philosophy with regards to the number of credit hours that recently readmitted students who had been academically suspended can take. Dr. Ryan stated that the Associate Deans Council was in favor of increasing the limit from 14 to 16 credit hours and that they recommended having AOP 12.22 governing all undergraduate students (and not having a separate policy for freshmen).
        - b. Jim West suggested an edit to item 1: “Students on academic probation (AOP 12.15 – Academic Probation for Undergraduate Students) may be limited by the academic advisor to an enrollment of 16 credit hours...”
        - c. There was discussion regarding how students are made aware of recommended course loads.
      - ii. **The motion was approved unanimously with the above edit.**
    - ii. AOP 12.31 – Freshman Course Loads:
      - i. **Dr. Ryan moved that the AOP be rescinded. George Hopper seconded the motion which was approved unanimously.**

5. There being no further discussion, the meeting was adjourned at 12:49 PM.