

Associate Deans Council
April 8, 2015
Meeting Minutes

Present: Peter Ryan (Chair), Noel Addy, Wes Ammon, Jeremy Baham, Ray Berryhill, Tim Chamblee, John Dickerson, Nancy Fultz, Rebecca Long, Pat Matthes, Scott Maynard, Elton Moore, Ian Munn, Sunny Patel, Gail Peyton, Julia Porter, Mike Rackley, Masoud Rais-Rohani, Kevin Rogers, Steve Taylor, Rick Travis, James Warnock.

Peter Ryan called the meeting to order at 12:30 p.m. in 4004 Lee Hall.

1. Consideration of the minutes.

Kevin Rogers made the motion and Rebecca Long seconded to approve the minutes of March 11, 2015. The motion was approved unanimously.

2. Announcements.

- Peter Ryan introduced new member, Sunny Patel who will be representing the Student Association.
- Peter Ryan discussed the Graduate School Appreciation Week activities and thanked Lori Bruce, Rebecca Long and the Office of Graduate School staff for bringing attention to the work of graduate students. A visible cowbell was created on the drill field with 3602 white flags represented the entire population of MSU graduate students. The Graduate School Hall of Fame Scholars event was a first year event which recognized graduate students from each college: Jacob R. Beard, College of Forest Resources; Lauren Bright, College of Veterinary Medicine; Anuyha Gottipti, Bagley College of Engineering; Tanner Lee, College of Education; Zonghui (Zoey) Li, College of Business; Taban Salem, College of Arts & Sciences; and Phillip Vines, College of Agriculture and Life Sciences.
- The 2015 Faculty Awards and Recognition Reception will be held on Tuesday, April 28, 2015 from 2:00 – 4:00 p.m. in the Swalm School of Chemical Engineering, Fourth Floor Suite with a reception to follow.
- Peter Ryan provided a list of the four finalist candidates for the position of Vice President of Student Affairs. All were encouraged to attend the scheduled open campus forums to include a brief presentation by each candidate on his or her vision for student affairs at MSU.

3. Chair's Report.

- John Dickerson talked briefly on the clarification of the IHL guidelines for intermediate courses. He stated that a student does not have to take a support course if one of the two required intermediate courses have been taken prior to arriving in fall 2015. The student athletes should be able to have some flexibility with the required support (LSK) courses. The subcommittee will address the anticipated increase in the fall enrollment and the required remedial courses as well as work with the Learning Center for potential options.

4. AOPs

- AOP 13.15 Evaluation of Teaching Performance
The council reviewed the policy with recommendations from the Faculty Senate and the Teaching Evaluation Committee. After one minor edit to change – evaluation to University Common Survey, there was discussion of how non-responses are interpreted (neutral but not taken as negative toward the faculty member), the motion by Ian Munn and seconded by Rick Travis was made and unanimously approved to move the revised policy forward to the Deans Council for further consideration.

5. Other Business.

- Elton Moore invited all to the College of Education Annual Research Forum to be held on April 10, 2015 at the Bost Extension building.
- Tim Chamblee announced that the university operating policies will be move electronically from emails to Banner eforms. This process will make it easier for checking the status of policies. The electronic process will not change how policies are reviewed by the Associate Deans Council.
- Masoud Rais-Rohani announced the College of Engineering program to be held on Friday, April 10 from 2:00 – 4:00 p.m. as part of Graduate Appreciation Week.
- Mike Rackley stated that IT procurement purchasing procedures may take longer to review in order to ensure proper procedure with guidance from the Department of Procurement and Contracts. He noted that end of year requests should be submitted sooner to avoid delay in the approval process.
- John Dickerson reported on the Scholars Orientation to be held on Monday, April 13. The event does not require admission to the Honors College.
- John Dickerson noted appreciation for help with pre-registration and thanked the Associate Deans for assistance to Kylie Forrester, Director of Orientation and Events, who was provided the list of advisors and locations in the colleges.
- Sunny Patel stated that the Student Association is transitioning to new officers and cabinet and ready for a new year.
- Noel Addy stated that Friday, April 10 will be the last Faculty Senate meeting for the semester. New officers for the 2015- 2016 year will be elected. Peter Ryan noted appreciation for the past year and the outreach and support from Faculty Senate.
- Scott Maynard reported on the Career Center's work with the Graduate School to begin posting and advertising graduate assistant positions. He also stated that the Education Career Fair held on Tuesday, April 8 had 89 school districts participating.
- Gail Peyton reported on activities at the Mitchell Memorial Library such as hosting the ORED, Data Management Workshop. She invited all to visit the Kinsey Collection which will be hosted by the Library through June, 2015.
- Jeremy Baham announced the upcoming Legal Issue Conference to be held April 29 – May 1, 2015. He discussed the speakers and topics for the event and encouraged administrators to attend.
- Ian Munn announced that the College of Forest Resources will be hosting a forum (in conjunction with the Maroon Edition's featured book, "The Invisible Girls: A Memoir") on the role of women in conservation. The panel discussion will be held on April 20, 2015 in the Tully Auditorium, Thompson Hall.
- Kevin Rogers reported on the MSU's Entrepreneurship Week and the teams of students from colleges across campus competing for cash prizes.
- Rebecca Long discussed the program in connection with the Career Center to help graduate students find assistantships. The program will help set up resume books and match those with particular skills or background experience with available assistantship opportunities.
- Steve Taylor discussed the ongoing MSU CED photo contest and the second survey by Noel Levitz. He also reported on Mississippi's recent joining of the national group for State Authorization for Distance Education which should result in authorization in all 50 states.
- Ray Berryhill reported on the MSU Football Faculty Day held on April 7. The event had over 50 faculty members attending with their families for a successful event.
- Wes Ammon discussed asked that faculty be made aware of the online site, Quizlet which is a website that can be used for uploading material such as stolen test.
- Linda Morse reported on the April 8th Brown Bag Series program, *Museums, Galleries and Collections*, and other upcoming events at the Center for Teaching and Learning. She also asked for assistance in promoting the First Year Experience courses.

- The new Maroon Edition Book selection has been announced. The author will be the speaker at the fall 2015 Freshman Convocation.
- Peter Ryan announced the Freshman Convocation will be held on Tuesday, August 18, 2015 beginning at 5:30 p.m. at the Humphrey Coliseum. He asked for assistance to begin promoting the event before the end of the spring semester. Freshman coins will be given to students at the event.

The meeting was adjourned at 1:45 p.m.