

**Associate Deans Council**  
**January 14, 2015**  
**Meeting Minutes**

**Present:** Peter Ryan (Chair), Noel Addy, Jeremy Baham, Ray Berryhill, Tim Chamblee, Tracy Craven, Diane Daniels, John Dickerson, Nancy Fultz, Becky Gardner, Greg Hall, Teresa Jayroe, Cassandra Latimer, Rebecca Long, Scott Maynard, Linda Morse, Ian Munn, Gail Peyton, Julia Porter, Mike Rackley, Kevin Rogers, Rick Travis, Nash Tucker, James Warnock, Scott Willard.

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 December 10, 2014. The motion was approved unanimously.

**2. Announcements.**

- Peter Ryan announced Monday, January 19 as a university holiday to celebration Martin Luther King, Jr. Day. The annual Martin Luther King, Jr. Day Unity Breakfast and program will held on Monday, January 19 with breakfast beginning at 6:30 a.m. in the Colvard Student Union. All were encouraged to attend.
- Peter Ryan announced the upcoming Academic Insight college events to be held during February 2015. The dates have been posted for students to begin registration for the events.
- Peter Ryan reported on the Undergraduate Research and Creative Discovery website and noted appreciation to Scott Maynard and the committee for the efforts in developing the website which will be a great asset for current and prospective students.
- Peter Ryan reported on the classroom card scanners that have been installed in approximately 10 classrooms across campus to record student attendance. Faculty are required to report freshmen absences and are encouraged to adopt this culture for all lower and upper level students as well. The Center for Teaching and Learning is offering training sessions for faculty on the use of the card scanners. Faculty should be reminded that student absences can be recorded anytime into Banner.
- Peter Ryan reported that the Office of the Graduate School have posted the Dismissal Recommendation Form on the website to encourage departments to begin earlier in the process of dismissing a graduate student. After discussion, Rebecca Long noted that she is working on a section on probation/dismissal to be included in the administrators' handbook which should clarify any issues with the process.

**3. IHL policy changes for Intermediate courses.**

- A handout of the IHL Board of Trustees- Policies & Bylaws, pages 97 -98 was provided with requirements for intermediate courses. Entering freshmen with an ACT Mathematics, English, and/or Reading subtest score of 16 or less are required to take the subject intermediate courses during their first semester of enrollment. Students taking two or more intermediate courses must enroll in the year-long Academic Support Program and will not be permitted to take more than 17 semester hours, including intermediate courses and the support program.
- After discussion, a subcommittee was formed to discuss a development for better strategies in implementing the requirements. Subcommittee members, Diane Daniels, Rick Travis, Mike Rackley, John Dickerson, and Wes Ammon will meet and bring back a proposal to the council.

**4. Chair's Report – none**

## 5. AOPs

### AOP 12.29 Undergraduate Entrance Requirements

- Revisions to delete the last two bullets under III. International Student Admission Requirements (delete - *English portion of the ACT, minimum 19, and -Critical reading portion of the SAT; minimum 480*). The revised policy was approved to move forward to the Deans Council for further consideration.

### AOP 13.09 Credential for Teaching

- Revisions needed to clarify concerns and to address findings during an internal audit. After further discussion, there was agreement for consistency of contents in the Graduate Handbook and in the policy (the last sentence in # 3 under Faculty Credentials for Teaching) - both to include (*and approved by the graduate dean, as appropriate, and by the Provost*). There was agreement for clarification from the Provost and approval for the revised policy to move forward to the Deans Council for further consideration.

### AOP 35.05 Payment of Non-Resident Fees for Approved Student Exchange

- After discussion, Peter Ryan will clarify with the Provost if the statement under Policy/Procedure (*shall not exceed 100 students per academic year*) – if this 100 is additional under the current 40 waivers per college under MOUs. The Provost suggested deleting the statement from the policy. The policy will be forwarded to the Deans Council for further consideration.

## 6. Other Business.

- Peter Ryan reported on ongoing meetings with students for readmission after dismissal and the LSK courses offered by the Learning Center.
- Terry Jayroe reported on the College of Education's offsite accreditation visit on January 7.
- James Warnock reported on the collaboration of MSU's Bagley College of Engineering and a Moroccan university which will expand opportunities for several hundred students.
- Jeremy Baham announced the Martin Luther King, Jr. Breakfast to be held on Monday, January 19 with breakfast beginning at 6:30 a.m. in the Colvard Student Union. Mitt Romney will be on campus, January 28 to take part in the university's Global Lecture Series. The event will require tickets available at the Center of Student Activities in the student union.
- Greg Hall reported on several upcoming events in the College of Architecture, Arts and Design. He also provided a handout with information on the upcoming Architecture and Construction Alliance 2015 Symposium.
- Scott Willard announced the College of Agriculture and Life Sciences' event featuring MSU alumnus and renowned scientist, Will D. Carpenter. He will speak on his newly released biography written by MSU alumnus Thomas R. Lawrence. The event will be held on February 5, 2015 at the Bost Extension Center.
- Peter Ryan reported on the dual enrollment programs with MSU and Starkville High School.
- The College of Education is moving forward with the MSU and Starkville-Oktibbeha Consolidated School District partnership for a new sixth and seventh grade student facility.
- Julia Porter mentioned the IHL grant for professional development workshops at the MSU Meridian campus.
- John Dickerson reported on that a Noel Levitz consultant will be on campus in February to meet with groups and has requested to meet with Deans and Associate Deans. More information will be sent for a noon lunch meeting on February 11 for Deans and Associate Deans.
- Rebecca Long reported that the three winners of the Three Minute Thesis Competition are posted on the Office of Graduate School website. The grand champion will give her presentation in New Orleans in March, 2015. She also mentioned that TAGGS applications will close out on February 15.

- Linda Morse reported on the Center for Teaching & Learning's upcoming Brown Bags and Seminars to be held in January, 2015.
- There are plans for a New Faculty Bus Tour with a tentative date of Friday, February 27, 2015 to tour the Delta area.
- Ray Berryhill reported on the student athlete achievements of high GPA averages.
- Nash Tucker reported on upcoming Gov. Mitt Romney event and expressed thanks to the Associate Deans Council for allowing Student Association representation on the council.
- Cassandra Latimer reported on several upcoming Career Fair events during the spring semester. The February 3 (Business and Non-Technical) and the February 4 (Engineering and Technical) Career Days are the largest with over 116 organizations and will be held in the Humphrey Coliseum.
- Becky Gardner reported on the Shackouls Honors College process of reviewing the second group of applications. The selection of the Presidential Scholars selection is also ongoing.

The meeting was adjourned at 2:05p.m.