

Associate Deans Council
June 28, 2017
Meeting Minutes

Present: Peter Ryan, Amy Adkerson, Noel Addy, Tim Chamblee, Cody Coyne, Angie Chrestman, Jim Dunne, Becky Gardner, Robert Green, Greg Hall, Julia Hodges, Christine Jackson, Terry Jayroe, Ron McLaughlin, Lynda Moore, Tabor Mullen, Ian Munn, Steve Parrott, Mike Rackley, Kari Reeves, Kevin Rogers, Scott Willard.

Guest: Lori Bruce, Pam Sullivan.

Peter Ryan called the meeting to order at 1:30 p.m. in the 4th floor conference room, Lee Hall.

1. Consideration of the minutes.

Upon a motion made by Kevin Rogers and seconded by Becky Gardner, the minutes of June 14, 2017 were approved as presented.

2. Announcements.

- Peter Ryan reported on the orientation sessions and expressed thanks to colleges for work on the pre-scheduling of students.
- Peter Ryan reported on the proposal initiated by the IHL Board of Trustees to develop a degree program to encourage adult learners who have attended a college in Mississippi to complete their degree if they have earned 90+ college credit hours.
 - The IHL resolution 521 has been shared with colleges and IHL office has provided a modified Appendix 8A (Program Proposal C2C – Complete to Compete). The Provost Office will serve as the home for the degree with Peter Ryan as the contact person. He has consulted with different entities on campus, a subcommittee of the UCCC and the Arts and Sciences department (the program is somewhat modeled with the BSIS degree).
 - Guidelines for the degree program were given for expectations in general ed, residence, and upper level credits with a minimum requirement of 120 credit hours. The program is designed with a requirement of 30 credit hours of upper level courses with consideration to allow students to include technical credits from community colleges (decisions at the departmental level) and granting up to 6 credit hours for experiential learning on the job – all to be considered by SACSCOC.
 - Admission for the program are specific – must have 90 earned credit hours, out from college for a minimum of 24 months. One benefit to the program is being able to discount all F grades on their transcripts to help adjust their GPA.
 - There will be a number of students eligible, but there is no idea of how many will take advantage of the program. A suggestion on emphasis areas might be a way to encourage these students to return to the university and complete a degree.
 - Peter Ryan asked that the document be reviewed and please email him any concerns or feedback within the next few days.
 - There was discussion of the IHL proposal - section 4B regarding GPA which might need clarification.
 - Lynda Moore, Director of the University Academic Advising Center, has agreed to take the lead of advising for this program on the Starkville campus.

3. Submission changes of graduate student forms.

Lori Bruce, Dean of the Graduate School, was present to discuss the changes that are being made in the Graduate School. Handouts were distributed for discussion.

- Three topics were discussed: Declaration of Examination/Defense; Graduate Faculty; and Program of Study.
- In efforts to prevent any violations discovered after the exam, a new version of the Declaration of Examination/Defense form will include a checklist for Graduate Dean approval of Defense/Examination – due to the graduate office 2 weeks prior to the scheduled exam date. This will also help graduation audits move quicker through the process.
- New policy and procedures for graduate faculty – there are Level 1 and Level 2 Graduate Faculty appointments. Once a faculty member is appointed to graduate faculty, the list will be sent to colleges each year for renewals and/or status change. The biggest change in the policy – there is no longer participant status. External members can serve on the committee, including external experts, but the majority of a committee must be graduate faculty.
- CAPP Compliance are now being used (printed and signed) instead of the old Program of Study form.

4. Turning off eCommerce in myCourses.

Mike Rackley reported on myCourses extensions (building blocks) that get installed to add additional functionality to a core product (a list was provided).

- These building blocks have embedded in them the ability to go to an eCommerce website to buy textbooks, course materials, etc.
- The bookstore contacted ITS and stated that in their opinion this would be a violation of the university contract with Barnes and Nobles by allowing these links to be active for a student to bypass Barnes & Noble and buy textbooks, course materials, etc.
- General Counsel does agree that the university would be in violation due to two statements sited in the contract that the bookstore shall be the university's exclusive buyer and seller of all required, recommended or suggested course materials and tools as typically sold in a college bookstore- and shall also be the university's exclusive on campus and internet seller of other items typically sold in college bookstores.
- The plan is to turn off the eCommerce in myCourses after the summer sessions but before the beginning of fall semester.
- Peter Ryan stated that required course textbook adoptions and/or course materials should be listed with the Barnes and Noble bookstore. He did circulate the book adoption list for 2017 fall semester – there are still 1300 sections that do not have a book listed or if not is required. A student is, however, always free to purchase textbooks and materials wherever they prefer.

5. AOP – None

6. Announcements.

- Mike Rackley also shared numbers of advisors currently posted in Banner – currently 9381 students have at least one advisors and 9576 have no advisor assigned in Banner. The Channel on mystate portal has a window that shows their advisor.
- A presentation was made on behalf of the Associate Deans Council to Mr. Mike Rackley, Chief Information Officer on the occasion of his retirement on June 30, 2017.