

## **Deans Council Minutes February 2, 2009**

Members present: Peter Rabideau, chairman; Hart Bailey, Richard Blackburn, Donna Clevinger, Frances Coleman, Lou D'Abramo, Jerry Gilbert, Kent Hoblet, George Hopper, Melissa Mixon, Linda Morse, Gary Myers, Donna Reese (for Sarah Rajala), Lynne Richardson, and Jim West. Also present were: Mark Binkley, Julie Fulgham, Charles Guest, Mike Rackley and Butch Stokes. Guests were: Lokesh Shivakumaraiah and Stephen Cottrell.

1. Dr. Lokesh Shivakumaraiah (Data and Technology Manager for the Office of Admissions and Scholarships) shared information regarding recruiting through E-marketing. He emphasized the importance of (1) global competition for international students, (2) recruiting parents of international students, and (3) the institution website.
2. **Academic Operating Policies:**
  - AOP 13.22: Guidelines for Adjunct Faculty, Visiting Faculty, Visiting Scholar and Visiting Executive Appointments - The revision of this policy clarifies the definition of adjunct faculty. There was a motion and second to approve the revised policy as submitted. This was approved unanimously.
  - AOP 12.04: Final Examination Policy - The revision of this policy addresses some issues that occurred during the last semester regarding reading day and having three exams on the same day. Dr. Gilbert detailed the language that was added to the policy for clarification. There was a motion and second to approve the revised policy as submitted. This was approved unanimously.
3. Dr. Rabideau reported that he had met with Dr. Michael Brashier concerning the Workload Policy. Dr. Rabideau's position has always been that workloads need to be determined by the department heads in consultation with individual faculty members. General workloads are not uniform across the faculty, but are heavily driven by discipline and national standards.
4. **Budget:**
  - Dr. Rabideau will attend a budget meeting this afternoon and will share additional information as it is available. The President plans to address this at the General Faculty meeting on Wednesday.
  - Accounts that are not E&G accounts will also be reviewed for this cut.
  - Dr. Rabideau will invite Vice President McGrevey to meet with this group after some of the issues are dealt with.

- One goal of President Keenum is that we avoid laying off people.
- We may need to reduce faculty numbers by not filling vacancies as they occur.
- Dr. Rabideau understands from Vice President McGrevey that we may be allowed to increase tuition. According to the funding formula, MSU is scheduled to get \$1.5 million next year, but the formula might not be followed.

5. **Other Items:**

- Dean Myers reported that:
  - a. The Arts and Sciences home page now has a link to Giving Opportunities, and we hope this will be productive.
  - b. The home page also has a link to the publication "*Vision*" produced by the College of Arts and Sciences.
- Registrar Stokes reported that:
  - a. The commencement schedule for main campus May 2009 ceremonies was distributed.
  - b. A series of baseball games on May 1, 2, 3 makes it necessary for us to have two ceremonies on Saturday this year, at 9:00 AM and 2:00 PM. The Registrar's office will work with the Athletic Director in an attempt to coordinate future commencement dates with baseball events. The preferred commencement schedule is one event on Friday evening and another on Saturday morning.
  - c. In previous years when the university experienced budget cuts, the August commencement ceremony has been eliminated.
- Dean Richardson reported that on Tuesday, twelve Business School Deans will be on campus for a meeting.
- Dean West reminded the Deans that the Provost had distributed information concerning an Artists Incentive Program sponsored by the President's Office. This calls for collaboration between any two units on campus. Please encourage faculty with artistic talents to participate.
- Mike Rackley reported that on February 19, the CAAP System for students to do degree audits, as well as "what if" scenarios, will be available.