

**Deans Council Minutes
July 7, 2008**

Members present: Peter Rabideau, chairman; Hart Bailey, Elton Moore (for Richard Blackburn), Donna Clevinger, Frances Coleman, Jerry Gilbert, Kent Hoblet, George Hopper, Melissa Mixon, Lynne Richardson, Donna Reese (for Sarah Rajala). Also present were: Mike Rackley and Butch Stokes.

1. **Faculty Activity Reporting webinar presentation:**
Matt Bartlett with Digital Measures gave a webinar presentation for web based software for collecting and reporting data for faculty at MSU. Details will be discussed at a later meeting.
2. **Placement Exams:**
A parent raised a question at orientation about placement exams for Math and English. In the past, MSU has offered these during orientation. Dr. Rabideau stated that the Council will discuss this again with Dr. Myers present.
3. **Mississippi State University Office Hours/Work Hours Schedule Policy and Procedures:**
A copy of the policy and procedures was handed out to the Deans. It was discussed that nine month faculty that are being paid from a grant are not allowed to take off during that time. They should reduce their percentage of effort to reflect the time that has been taken from that project.
4. **Tuition Incentive Program:**
Dr. Rabideau announced that \$250,000 will be distributed among departments depending on enrollment numbers.
5. **Promotion and Tenure Procedures:**
Document has been approved by the Faculty Senate and signed by the President. It has been posted to the faculty handbook on line.
6. **Other Items:**
 - Dean Clevinger reported:***
 - The Riley Center will announce their new season on Tuesday, July 11th at 5:00 p.m.
 - Dean Hoblet reported:***
 - We have an increased applicant pool for the Director for Recruitment position.
 - We will be hosting a lunch for advisors in August.
 - Dean Mixon reported:***
 - Invitations were sent out to faculty and staff for "bologna day" on July 18th.
 - Associate Dean Elton Moore reported:***
 - The migrant education office was moved to Center for Educational Partnerships.
 - Dean Richardson reported:***
 - General Colin Powell will be our keynote speaker at the Leadership Summit on Sept. 24th.
 - Butch Stokes reported:***
 - We completed the last orientation session. Registration was easy and fast.
 - Mike Rackley reported:***
 - Next Monday we will be making changes to stop SPAM. The email default will be set to "auto set".
 - Faculty and staff hired after July 21st will be required to set their net password to 8-15 characters. In approximately one year, all faculty and staff will be required to change their net password.