

**Deans Council Minutes
October 6, 2008**

Members present: Peter Rabideau, chairman; Hart Bailey, Richard Blackburn, Harry Llull (for Frances Coleman), Bill Person (for Lou D'Abramo), Jerry Gilbert, Kent Hoblet, George Hopper, Lynn Reinschmiedt (for Melissa Mixon), Linda Morse, Gary Myers, Louay Chamra (for Sarah Rajala), Lynne Richardson, and Jim West. Also present were: Kirk Schulz, Mark Binkley, Butch Stokes, Julie Fulgham, Charles Guest, Mike Rackley, Mary Alexander and Melanie Honeycutt.

1. **Affirmative Action Program:** Dr. Mary Alexander reported that each year the university is required to complete an Affirmative Action Plan. Melanie Honeycutt, EEO/AA Specialist, presented the university data from 2008 and then shared the 2009 Affirmative Action Plan data for Academic Affairs and the 2009 goals for the university. We want to show that we are making good faith efforts in recruitment and advancement of qualified minorities.
2. **Draft of Research Faculty Promotion document:** Vice President Schulz had previously shared a draft of the Policy and Procedure Statement on Research and Extension Faculty, Postdoctoral, and Professional Staff Position for the Division of Agriculture, Forestry and Veterinary Medicine and the Division of Research and Economic Development at Mississippi State University. He led a discussion regarding the criteria in that document and asked the deans for their feedback within the next couple of weeks, at which time he will incorporate the suggestions into the document.
3. **Common e-mail address for employees:** Those present discussed the possibility of common e-mail addresses for all employees. Mike Rackley asked if we are talking about common addresses or a common e-mail system. Dr. Schulz pointed out that we should also look at calendar options as a productivity tool. Rackley will survey the landscape and make a report at a later date.
4. **Enrollment trends:** Dr. Rabideau led a discussion and shared information regarding enrollment trends for 2005-2008. This information was provided by the Office of Institutional Research.
5. **Tuition incentives:** Dr. Rabideau shared information regarding Fall 2008 Tuition Dividend and said that these monies will be available later this week. These funds will go to the deans, but Dr. Rabideau encouraged the deans to tell faculty and departments about this. We should look at ways of returning some of these funds to the departments, or give them a good reason for not returning it. This is the same formula that was used last year.
6. **Other Items:**
 - Dean Hoblet reported that CVM has:
 - a. Completed interviews for Associate Dean for Research.
 - b. Started the admissions process on October 1 with 750 applicants. Last year, we had 479.
 - Dr. Chamra reported that Dr. Lori Bruce was named Associate Dean for Research in the College of Engineering.
 - Dr. Reinschmiedt invited all to come to the College of Agriculture and Life Sciences Alumni Breakfast in Bost Extension prior to the Homecoming game on October 25.
 - Dean Hopper reported for CFR:
 - a. Distributed copies of a report of forestry and forest products in the state of Mississippi, based on 2006 data.

- b. The week of October 20, CFR will host a Wood Magic Science Fair for fourth graders.
- Vice President Schulz reported that we received \$65 million in new grants and contracts this year. We have several major projects coming through and it looks like a solid year.
- Mike Rackley reported that next week is Cyber Security Week at MSU. He invited all to join in the presentations.
- Butch Stokes said this week is mid-term grade reporting. He asked the deans to encourage faculty to turn in mid-term grades.
- Dean Myers reported for A&S:
 - a. Greg Dunaway is the new head of Sociology
 - b. David Breaux is Associate Dean for Academic and Student Affairs
 - c. Rick Travis is Interim Head of Political Science and Public Administration.
 - d. A new department has been formed – Anthropology and Middle Eastern Cultures and the Interim Department Head is Paul Jacobs.
 - e. Arts & Sciences Fall-Fest 2008 (handout) is a week long series of events. Deans will be invited to the A&S Fall-Fling on October 18.
 - f. Another A&S initiative is the EDGE (handout).
- Dean Blackburn reported that Professor Palmer, a faculty member who was injured in a motorcycle accident, is making gradual improvement at UMMC in Jackson.
- Dean Richardson reported:
 - a. Thanked those in attendance for supporting the leadership summit. We are working on next year.
 - b. Distributed a draft of the New Administrator Orientation 2008, which begins on October 23 and meets every other Thursday until Christmas. If you have suggestions, please contact Dean Richardson.
- Dr. Rabideau reported that the handout regarding *Inside Higher Ed* details advertising electronically at this site. This is electronic posting, but you still must do the print ad. The Office of the Provost has paid an institutional fee, so colleges can access this for free.
- Dean West reported that the first major piece of art (the angel) from the Public Art Committee is being installed in front of the Chapel. The second piece will be in front of the Library, but a specific location has not been determined.