

**Deans Council Minutes
December 15, 2008**

Members present: Peter Rabideau, chairman; Hart Bailey, Sue Minchew (for Richard Blackbourn), Donna Clevinger (via speaker phone), Harry Llull (for Frances Coleman), Jerry Gilbert, Kent Hoblet, George Hopper, Melissa Mixon, Gary Myers, Sarah Rajala, Kevin Rogers (for Lynne Richardson), and Jim West. Also present were: Butch Stokes, Julie Fulgham, Charles Guest, and Mike Rackley.

1. Dr. Rabideau stated that there will be no Deans Council meeting on January 5th, which is the first day back after the Christmas holidays.
2. **Academic Operating Policy 12.08 - Requirements for Degrees, Academic Minors, and Certificate Programs:** This policy was approved with revisions at the last Deans Council. However, we did not realize in creating it that there was no differentiation between graduate minor and undergraduate minor. Graduate Council and Graduate School had a policy in place that said 2/3 of graduate minor had to be at MSU. We had to differentiate between those, because previously we had all minors at 50%. We have made that change on page 2. There was a motion to accept the revision, this was seconded and approved with no opposition.
3. **Visual Identity Standards (handout):** Dr. Rabideau reported that he had met with Maridith Geuder and a new University logo has been approved. There was discussion concerning the information provided. When it is necessary to reorder stationery, etc. please remember to use the new logo and follow the instructions provided. This information will be communicated to the campus community very soon.
4. **Other Items:**
 - All three of our commencement exercises went very well.
 - There have been some problems with the new campus directory, but Mike Rackley emphasized that the on-line directory should be accurate.
 - Butch Stokes reported that the deadline for grades was noon today. Some are missing and Butch will share a list of those with the appropriate deans.
 - Sue Minchew reported that Education won first place in national robotics competition.
 - Melissa Mixon reported that Dr. Terry Kiser, head of Animal and Dairy Sciences, is doing very well after having surgery for five bypasses three weeks ago.
 - Harry Llull (for Dean Coleman) reported that the presidential papers of Ulysses S. Grant are coming to the MSU Library from Carbondale, Illinois. Dr. John Marszalek will be the executive director and managing editor.
 - Mike Rackley reported that ITS will be doing upgrades and patches over the holidays, mostly confined to 10:00 PM to 6:00 AM.
 - Butch Stokes reported that changes are being made on transcript issuing process for this semester. This should enable us to issue transcripts faster than in the past.
 - Gary Myers reported that Karen Brown won the Jefcoat Advising Award.
 - Dr. Gilbert reported that last week we had a problem with reading day and with three exams in one day. We will address this by revision of the policy.
 - George Hopper said the College of Forest Resources had their first dinner and auction at Old Waverly, just prior to the advisory board meetings. Also had awards banquet that day. The College of Forest Resources invites all the deans to their holiday luncheon on Wednesday.