

Deans Council Minutes

January 9, 2006

Members present: Peter Rabideau, chairman; Robert Cooper (for Gregg Boring), Frances Coleman, Lou Capella (for Sara Freedman), Jerry Gilbert, Keith Belli (for George Hopper), Dinetta Karriem (for Richard Blackbourn), Nick Nichols, Gary Myers (for Phil Oldham), Ruth Prescott, Nancy Reichert, Kirk Schulz, Vance Watson, Jim West, and Peter Wood. Also present were: Mark Binkley, Butch Stokes, Gary Pike, Colin Scanes and Mike Rackley.

1. **Intersession**: Our first intersession is going on now. Dr. Rabideau has done some research on other institution websites and he and Dr. Gilbert have visited with the University Core Curriculum Committee. Dr. Gilbert and Butch Stokes serve on a sub-committee to look at options. We want to pursue this issue while maintaining academic integrity of the courses. Dean Schulz expressed concern and would like for MSU to continue the intersession for at least one more year and develop that within guidelines. MSU could be a leader in this initiative. Those comments will be taken to the sub-committee for consideration.
2. **Summer School enrollments** (handout): Summer School enrollments appear to have significantly dropped. Dr. Reichert has provided data and Dr. Rabideau shared one table showing declines. Several issues may be reflected in the enrollment drop: faculty have external finding for the summer for research and therefore do not teach; the growth of continuing education courses may cause a drop in summer school; some students may choose to take courses at community colleges during the summer. Summer programs may need to be restructured at some point if we continue to lose enrollment.
3. **IHL Best Practices Program** (handout): MSU should submit some items for this program, but we are limited to five submissions. If you plan to submit an item, please submit to our office (within the next week or so) in case a decision has to be made concerning which five to submit. Deans were encouraged to review this information.
4. **Hiring Staff as Instructors**: The University Counsel advises that it is unlawful to provide extra compensation for 12 month employees doing extra work during normal 8:00 to 5:00 working hours. If requests are presented, Dr. Rabideau asked the Deans to review them seriously before sending forward. Also, please provide ample time prior to the beginning of classes for paperwork to be reviewed in the Office of the Provost. Compensation for extra work performed during leave time or after normal working hours is fine.
5. **Faculty Seminars**: We are considering faculty seminars to promote involvement with faculty, perhaps followed by a wine and cheese reception. We may check on having these functions on the 4th Floor of the Swalm Building. These seminars

would be to a general audience. After discussion it was decided that it might be a good idea to give the presenter a gift as a thank you.

6. Vice President Scanes distributed two handouts and discussed each.
 - (a) FY 06 Federal Initiatives:
 - (b) Fiscal and Administrative Guidelines for the Division of Research - - a series of policies related to fiscal and administrative guidelines. The goal is to meet the needs of the fiscal accountability and provide some funds back to the deans. The space issue is also addressed in this document. This will not go out as policy until next week. Dr. Scanes asked for the deans' input.
8. Other Items:
 - ❖ Peter Wood stated that a Faculty Roundtable will be scheduled in the Spring. A date and topic will be shared later.
 - ❖ Nick Nichols items:
 - Sonny Montgomery is in the hospital, but is doing better.
 - Governor Barbour will be in Meridian to speak at a large community breakfast and meet with student teachers tomorrow.
 - We have tentatively agreed to host a Deans Council meeting in Meridian and are working on a date.
 - ❖ Kirk Schulz said that he is using "The Administrative Portfolio" in department head reviews, and will also use workshops for individual growth.
 - ❖ Lou Capella said that construction has begun on McCool Hall. Third floor offices are relocating to other areas of campus now.
 - ❖ Jim West reported that Catherine McNeel (architecture student in the 5th year program in Jackson) will serve as Vice President of the national student organization -- American Institute of Architecture Students (AIAS). This is a one year term. The national AIAS offices are located in Washington D.C. Catherine was President of the MSU chapter of AIAS last academic year (04-05). Catherine's dad is Richard McNeel, a 1979 graduate of the School of Architecture and her sister is currently in 1st year of the School of Architecture.
 - ❖ Gary Pike says his office will begin collecting information on faculty publications and other scholarly information for 2005. Requests will be made this week. He asked that the deans collect the information from the departments and submit to him as a college.
 - ❖ Dr. Scanes stated that this calendar year the federal government will not accept paper proposals. Proposals must be submitted to grants.gov. Keep in mind that extra time should be allowed for this process. He also said that grants or awards for the year thus far are up slightly and over 70% are not federal initiatives.

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- ❖ Gary Myers said that A&S has a computerized system in place for scholarship programs. Students can apply on-line and we will do the same with prospective transfer students from various community colleges.
- ❖ Mike Rackley reminded the Deans that they are in the process of converting from Social security Number as the primary ID. All systems that use Social Security Number will need to be converted to the new 9-digit ID number.
- ❖ Ruth Prescott reminded the Deans that there is a planned power outage this afternoon from 5:30 to 7:30 PM.