

Deans Council Minutes July 11, 2005

Members present: Peter Rabideau, chairman; Gregg Boring, Frances Coleman, Barbara Spencer (for Sara Freedman), Jerry Gilbert, Keith Belli (for George Hopper), Richard Blackburn, Phil Oldham, Ruth Prescott, Kirk Schulz, Vance Watson, Jim West, and Peter Wood. Also present were: Mark Binkley, Butch Stokes, Gary Pike, and Mike Rackley.

1. Academic Operating Policies

- AOP 11.02 – Special Non-Degree Student Classification (Non-Traditional) for Undergraduate Students
- AOP 11.04 – Combined Undergraduate/Graduate Courses
- AOP 11.11 – Auditing a Class
- AOP 12.02 – Withdrawal from the University
- AOP 12.04 – Final Examination Policy

This group of policies came to Deans Council for review date change only. There was a motion to approve the entire group as submitted, and this was approved unanimously.

2. Academic Operating Policies – The change in review cycle was approved on the following AOPs, but other changes are also included. Each of the following AOPs were approved as presented.

- AOP 10.01 – Academic Operating Policy and Procedure Manual for Mississippi State University - - The suggested changes bring this policy in line with the present procedure.
- AOP 10.07 – U. S. Department of Veteran Affairs - - The name of Veterans' Administration has changed to U. S. Department of Veteran Affairs. The policy is being updated to reflect that change.
- AOP 10.13 – The Adoption and Sale of Textbooks and Related Educational Material - - The changes are regarding distribution notification to other outlets, and prohibits faculty selling materials directly to students.
- AOP 11.01 – University Honors Program, Division of Academic Affairs - - The changes include removing “selected senior” and replace it with “designated” faculty members, and deleting the last sentence of the policy.
- AOP 11.05 – Shortened Format Courses and Contact Hours - - The change deletes the reference to SACS, since the SACS policy is no longer in effect.
- AOP 12.01 – Academic Add/Drop Policy - - Since we have shortened format classes now, a section has been added to this policy to address add and drop for those classes.

- AOP 12.16 – Academic Suspension and Dismissal - - We have modified the progression to 2.0 GPA. This also brings us in line with other institutions in the state.
3. Dr. Binkley led a discussion concerning Academic Outreach and Continuing Education operating policies as well as the Office of Continuing Education policies and the revised Revenue Distribution Model (handouts).
 4. 1% Reallocation - - Dr. Rabideau stated that proposals for funds held in the 1% reallocation should be in the Office of the Provost by August 15. A menu of items would be helpful.
 5. Promotion and Tenure - - Dr. Rabideau led a discussion concerning early promotion and interpretation of the phrase “sustained productivity” from within the MSU Promotion and Tenure document. He cited a number of websites from SEC (Alabama, LSU, Florida, Georgia, Tennessee) and other institutions, and generally these institutions regard promotion during the 6th year (to associate or to full) to be normal timing with earlier promotions requiring especially strong cases and a statement of justification. Dr. Rabideau asked the deans to provide such justification in these cases.
 6. Post Tenure Reports - - These reports are due in the Office of the Provost by July 21, to enable us to get the university report to IHL by August 1. (handout)
 7. Vice President Scanes items:
 - A small group is looking at graduate education, and we believe we should be able to increase the number of doctorates awarded.
 - The number of proposals submitted is significantly lower this year, but dollars are not down.
 - We will be having grantsmanship programs in the fall.
 - We have funds available for people to visit agencies or foundations - - not only in Washington, DC.
 - We are working on developing a new form for travel requests - - listing extramural funds and publications from the last year.
 - We will have overhead figures after the end of the year budgeting is complete.
 - There have been a number of universities recently fined for compliance issues.
 - We are likely to see a major increase in Department of Energy for FY06 budget. We are developing an institute across the university with centers. Input is needed from colleges. Co-Directors likely will be Glenn Steele and Bill Batchelor (handout)
 8. Other Items

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- Gary Pike - - Assessment plans are due for all departments on Friday.
- Frances Coleman - - The Library is entering a consortia. We will likely go to electronic access.
- Kirk Schulz - - We have new hires in the college (1) Rand German as Director of CAVS, also holds an endowed chair and professorial title in Mechanical Engineering; (2) Royce Bowden, new department head of Industrial Engineering; (3) Mark White, new Chemical Engineering Department Head and Deavenport Chairholder. Effective July 1, CAVS is located in the College of Engineering.
- Phil Oldham - - Alan Marcus is new head of History.
- Ruth Prescott - - A construction fence will go up around Lee Hall this week, for renovation to the auditorium, corridors, and bathrooms on first floor. This will be a 12-month project.