

Deans Council Minutes
April 5, 2004

Members present: Peter Rabideau, chairman; Wayne Bennett, Frances Coleman, Sara Freedman, Jerry Gilbert, Susan Diehl (for Bob Karr), Nick Nichols, Phil Oldham, Ruth Prescott, Nancy Reichert, Roy Ruby, Clay Taylor, John Thomson, Vance Watson, and Jim West. Also present were: Sharon Nobles (for Butch Stokes), Julie Fulgham (for Gary Pike), Charles Guest and Noel Schulz.

1. One topic at Faculty Roundtable was "mentoring". Dr. Gilbert invited Dr. Noel Schulz to share information about the mentoring program in the College of Engineering. Dr. Schulz made a presentation concerning the types of mentoring done in her college and how it is beneficial to new faculty, as well to the college. Dr. Rabideau said we should strive to have a mentor for each new faculty member.
2. **Academic Operating Policies:**
 - ❖ AOP 12.14 -- Reporting Absences: This policy has been superceded by AOP 12.09 (Class attendance and reporting absences), which will undergo revision soon. After brief discussion, there was a motion, second, and unanimous approval to rescind AOP 12.14.
 - ❖ AOP 12.16 -- Academic Suspension and Dismissal: Dr. Gilbert stated that the Associate Deans Council recommends this policy and it will not impact current students. All incoming students will be advised of this policy. This policy has been reviewed by legal counsel as well as Associate Deans Council. There was a suggestion that the table should be moved to follow paragraph #1 under Policy/Procedure. There was a motion to accept, a second, and it was approved with no objection. This will be sent to Faculty Senate for a vote at their April meeting.
3. **Graduate Program Review:** This issue is coming up before Dr. McHenry leaves IHL. We need a one-half to one-page justification concerning the non-embedded masters programs listed in the letter that was distributed by Dr. Gilbert. If there are corrections to the information, we need that as well. These programs are targeted for elimination. Masters programs which are not aligned with MSU's mission would also be deleted. Those reports need to be to the Office of the Provost by Monday, April 12.

4. **Faculty Retention Toolkit:** Dr. Gilbert shared information from the University of Washington about retaining new faculty and senior faculty.
5. **Revised Promotion and Tenure Guidelines:** Dr. Rabideau distributed a memo summarizing the highlights of the revised Promotion and Tenure guidelines. These revised guidelines should be in the on-line faculty handbook very soon. Departmental Promotion and Tenure Guidelines are due in the Provost's office sometime during the fall semester. If requested, Walter Diehl and Mark Goodman will come to departments and colleges for a workshop on the new Promotion and Tenure Guidelines. Dr. Rabideau said that we will schedule a "P&T Wrap-Up" with Deans and department heads. There was discussion concerning external letters and third year reviews.
6. **Other Items:**
 - ❖ Dean Freedman suggested that we review Scholarship Recognition Day activities. Deans Freedman, West, Oldham, and Bennett will review this and seek student input. They will come back with a recommendation.
 - ❖ Dean Nichols reported that Meridian's Division of Business won the Academy of Leadership Award, to be presented this weekend.
 - ❖ Dean Taylor said that the internal search process is getting underway for Director of Continuing Education, with a goal of July 1 to have a Director in place. Dean Taylor will work through August to assist in the transition.
 - ❖ Dean Thomson reported that:
 1. the CVM Open House was very successful.
 2. We are also in the process of making curricular revisions to have in place for next fall.
 3. We have accepted 72 students.
 - ❖ Dean Oldham reported that Arts and Sciences:
 1. has several student awards at this time of year.
 2. hired new Department Head in English.
 3. is closing in on new department head for Biological Sciences.
 - ❖ Dean Bennett said it is exciting that they have faculty winning awards.
 - ❖ Dr. Reichert stated that the Spring Roundtable went well and they had positive comments.
 - ❖ Dean Freedman said that she is hoping to have architect schematic design this week on McCool renovation to the University Planning Committee and the President will look it over before we get started.
 - ❖ Dean Ruby said the College of Education:
 1. Interviewed the second candidate for the Dean of the College of Education this week.

Deans Council Minutes

April 5, 2004

Page 2

2. Received a positive report from the accreditation review for Music Education.
- ❖ Susan Diehl reported for Dean Karr that the Governor toured the Tim-Tek facility this past weekend.
 - ❖ Dean West reported that the College of Architecture underwent an accreditation visit recently and a draft report received last week appeared to be quite positive. The accreditation board will vote this summer.

The meeting was adjourned.