

Deans Council Minutes
July 19, 2004

Members present: Peter Rabideau, chairman; Mark Binkley, Sara Freedman, Jerry Gilbert, Keith Belli (for Bob Karr), Pam Kirk (for Sue Minchew), Phil Oldham, Ruth Prescott, Bob Taylor, John Thomson, Lynn Reinschmiedt (for Vance Watson), and Peter Wood. Also present were: Mike Rackley, Butch Stokes, and Mike White.

1. Dr. Rabideau announced that Dr. Sue Minchew's mother had passed away; funeral to be held on Tuesday, July 20, in Belzoni, MS.
2. **Academic Operating Policy 12.07**, Undergraduate Academic Misconduct and Honor Code: Mike White, Dean of Students, discussed this AOP which has been approved by the Associate Deans Council There are two major changes. The first is to have an all-student Academic Honesty Committee. The other major change was the recommendation that the appeal to the dean be omitted from the process.

The consultant also recommended a modified honor code. Universities with modified honor codes have less cheating incidents than those who have the strict honor code. The honor code has been incorporated in this academic operating policy.

It was stated that on page 6 of the policy, under Item No. 8, Appeal to Academic Honesty Committee, the student's dean should be informed of the student's request for a hearing. Also, on page 7, Item No. 9 of Hearing Procedures, the student's dean and the instructor should be informed of the decision of the Academic Honesty Committee.

It was stated that the trademark of a typical honor code is that the students run this. Students are tougher on themselves than the faculty committees. Cases should be handled fairly. Dean Thomson stated that the College of Veterinary Medicine has its own honor code and the students do the policing of it.

The honor pledge will be signed by students each semester at registration.

Mike White stated that a case specific advisor will be available. The Dean of Students will also serve as Secretary of the Academic Honesty Committee and will maintain the files.

There is a separate policy for graduate students. The Graduate Council stated that they wanted graduate students to be held under a separate policy. AOP 12.07 deals with course type issues; the graduate policy will deal with research issues, etc.

AOP 12.07 was approved as modified and will be forwarded to the Faculty Senate for action.

3. Dr. Rabideau announced that Dr. Mark Binkley has been appointed as Director of Outreach and Continuing Education and welcomed him to Deans Council.

4. **124 Hours to Degree Policy.** Dr. Rabideau announced that the 120-hours-to-degree proposal had been pulled from the agenda at the June meeting of the IHL Board. The IHL Board approved a new policy reducing credit hour requirements for all degrees to 124 hours or less in every case possible. Each university has to report to the Board by July 2005 and request any exceptions. There may be room for flexibility for exceptions where recommended by the institution after a review by the faculty senate, deans, and department heads. The institution will need to provide strong justification for any exceptions.

The deans will receive a copy of the memo Dr. Rabideau sent to Mark Goodman, Faculty Senate President, regarding this issue. Dr. Rabideau attached a course inventory for the state of Florida reflecting majors allowed to exceed the 120-hour requirement. The main argument used to achieve the 124 hour compromise was to protect general education requirements. It is likely that the core courses would be reduced.

The 124-hour-to-degree policy will go into effect Fall 2007.

5. **Post tenure review:** Post tenure review was discussed at the Chief Academic Officer/Academic Affairs Chair meeting. A chart has been prepared showing compliance (solid bullets) and deficiencies (hollow bullets) for each of the universities. MSU has two deficiencies. We do not have an explicit statement that the post-tenure review policy includes termination as a possible result of unsatisfactory post-tenure review. The Chair of Academic Affairs and Dr. Potter made it clear that termination needs to be clearly indicated in the policy. Dr. Rabideau did speak to the Board on this issue and stated that this will not be easy for the Faculty Senate to deal with.

Dr. Rabideau said annual reviews and faculty evaluations document performance. Dr. Rabideau distributed a reporting form that has to be filed with the Commissioner's Office by August 1. Using annual reviews, the deans are to complete the form and return to the Provost Office as quickly as possible in order for the Provost to meet the August 1 deadline. The Board requires a new policy in place by February. Dr. Rabideau has sent a copy of the chart to Mark Goodman at the Faculty Senate and a copy will be forwarded to the deans for their information. Post tenure review should identify the strongest faculty and reward them.

6. **Promotion & Tenure.** Dr. Rabideau asked the deans to talk to department heads about the need for 5th year cases to be strong. MSU is the only institution that allows both 5th year and 6th year cases. 5th year decisions at Ole Miss and Southern are final; tenure is granted or terminal contract is issued. There is a new promotion & tenure form on the website.

IHL is proposing to remove the 5th year submission from its policy. It is going to consideration submission during the 6th year only. The 7th year would be "with tenure" or "terminal contract." This new policy will be going to the Board in September. The phrase "up to three years of which may have been met at the rank of instructor" is no longer relevant. Early tenure considerations will not be possible.

7. **Sabbatical Leaves.** The President has expressed concern about sabbatical leaves approved this past year. Dr. Rabideau stated he would be looking more closely at applications before approval. There have been cases where some faculty planned to stay on campus. A number of sabbatical leave requests submitted last year were not strong cases. The best case, of course, is when a faculty member will be relocating to a peer or better academic institution (or equivalent industrial or governmental location) to engage in high quality scholarship or creative activity. And a letter of invitation from the host location should be included in the application. Of course there is a wide variety of meaningful sabbatical experiences and we need to be flexible in recognizing activities that lead to significant faculty development. However, as a general rule, the more time a faculty member plans to spend in Starkville during a sabbatical, the weaker the case. Deans and Department Heads already have flexibility to allow release time where it may be appropriate, and we must be careful not to use the sabbatical leave program as simply time off from teaching.
8. **New Faculty Orientation.** New faculty orientation is scheduled for August 16 and 17 before classes begin August 18. Ruth Prescott and Jerry Gilbert have put together an agenda with Academic Affairs conducting the Monday afternoon meeting and Human Resources conducting the Tuesday morning session. The program will begin at 1:00 p.m. on Monday. The deans are invited to the orientation, if they wish to attend, and will also be invited to the welcome reception at 5:00. On the 17th Human Resources Management will conduct an employee benefits and services program. New employees will be able to have their staff ID card made. During the year the Provost Office plans to schedule a few other activities for this cohort of new faculty. Dr. Gilbert asked the deans to please send him any ideas for activities.
9. **Scholars Recognition Day.** Phi Kappa Phi officers have recommended some modification to give Scholars Recognition Day a more personal touch. One suggestion is to have the recognition ceremonies in the colleges where faculty and administrators could participate with the parents in a smaller setting. Dean Jim West is going to call a meeting in early fall about this. Only about half of the students actually attend, and most do not stay for the ~~honor~~ whole ceremony. The Phi Kappa Phi officers would like to make the experience more meaningful for the students and their families; possibly a smaller, college-level activity would accomplish this.
10. **Conditional admittance of undergraduate international students.** After recent discussions with individuals with ties to Japan, it has been recommended that a conditional acceptance be applied to undergraduate students as well as graduate students.

Currently international undergraduate students must score 525 or greater on the TOEFL and 21 or higher on ACT to gain admission; graduate students are allowed conditional admittance if their TOEFL scores fall between 475-524. They are required to take ESL courses and demonstrate proficiency. These graduate students have done as well as other international graduate students with higher scores. The current minimum ACT score of 21 for international undergraduate students is higher than the 16 minimum ACT score for domestic students (with a 2.5 high school GPA). A lowered ACT minimum score of 18 for international students would bring it more in line with domestic standards. Dr. Gilbert will talk with different people and Enrollment Services. This probably would not be an item for IHL Board consideration.

The \$25 application fee will be increased to \$30 next spring.

11. **Other Business.** Dr. Gilbert will be sending out notice of interviews for the Director of Honors Program. Five applicants will be interviewed: Dr. Bruce Ebanks, Dr. Nancy McCarley, Dr. Gary Myers, Dr. Ricky Travis and Dr. Richard Wolf. Interviews will be July 29, 30, and August 1.