

**Deans Council Minutes**  
**October 7, 2002**

Members present: George Verrall, chairman; Wayne Bennett, Brad Carter, Frances Coleman, Sara Freedman, Nick Nichols, Phil Oldham, Sara Peters, Linda Pote, Ruth Prescott, George Rent, John Thomson, Vance Watson, and Jim West. Also present were: Butch Stokes, Julie Fulgham, Charles Guest, Mike Rackley, Leslie Bauman, Ann Bell, and Dennis Prescott.

1. President Lee is unable to meet with the Deans Council today. Frances Coleman updated the group on the presidential search by stating that the on-campus search committee will meet with the Board on October 16th to begin the search again.
2. Dennis Prescott led a discussion concerning campaign plans. The consultants recommended that we proceed with the campaign. Prescott discussed:
  - Phases of the campaign
  - Meetings with the deans to discuss plans
  - Gifts to Hunter Henry Center
  - Campaign organizational chart
  - Campaign Steering Committee -- team approach, no chair
  - Development fee
  - Budget cuts
  - Staffing the campaign
  - Corporate giving is a high priorityPrescott distributed the MSU Foundation, Inc. Comparative Analysis of Annual Giving to the Deans Council members.
3. Ruth Prescott introduced Ann Bell, who led a discussion concerning the proposed list of members to serve on the Faculty Hiring and Selection Task Force. That task force objective is to develop a faculty screening and selection guide/process to train personnel in handling searches and hirings. Bell asked the deans to respond to this proposed list by the end of the week. There was discussion concerning the issuing of generic ads prior to issuance of PARF, with a phrase saying "contingent on funding". This would enable us to have a more appropriate pool of candidates. Guest said our requirements are self-imposed and we can make exceptions. Bennett requested a set of guidelines for a search committee, summarizing what "must" do and the things that they "must not" do, and a chronology of the process.
4. Other Items:
  - The Mississippi Association of Colleges Conference is scheduled for October 20-22, at the University of Mississippi campus. It is important that MSU be well represented, especially at the Academic Deans meeting. One topic will be re-

evaluation of the articulation agreement. Please let the Office of Academic Affairs know who will be going.

- For Spring 2003 schedule, we have spent all the money we have for unfunded teaching. Letters should be going out in the next day or two.
- For Fall 2002, we must wait and see if we have another budget cut. We have set aside about \$5 million for budget cuts (5% of tuition, plus retirement money).
- Each college/school is working on a list of most significant hurts. We will make no commitments until after November.
- We will be soliciting nominations for Honorary Degrees in the near future. We are exploring the possibility of granting one honorary degree in May and one in December. As soon as we have the committee appointed, we will ask for nominations.
- We will know late in the spring whether we will have a Thursday night football game next year, and we will be able to make decisions early. Do we have an abnormally large number of Thursday night classes?
- Universities across the country are eliminating the use of Social Security numbers except for payroll matters. This time next year, a majority of SEC schools will do this, and MSU will plan to do this too.
- This morning, the Executive Council decided to begin the process of taking our Money Mate card to the Starkville community, perhaps through a third party vendor.
- Our students have requested fall break. Ole Miss and Southern are doing this, even though it makes them fall short of the required 2250 minutes per class. The Monday through Wednesday prior to Thanksgiving was discussed, but that is late in the semester. Butch Stokes will investigate what Ole Miss and Southern are doing, and other models.
- Final exam schedule is another item of interest for the students. They want Monday through Friday exam schedule. There was discussion concerning individual graduation ceremonies for various colleges. Dr. Verrall will bring this up at the Board meeting later this month.
- We have been asked to present to the Board our top 25 Masters Degree programs and top 25 Doctoral Degree programs. This is for discussion purposes only. Verrall and Rent will work on this. Some of the Board members want to talk about program duplication, and this is an important issue.
- Dr. Bauman stated that Laura Lindsay (the Acting Provost at LSU) will chair our Self-Study Committee. We completed the first draft of our report on September 20th, and hope to have a reasonably edited second draft in a couple weeks. We hope to have this on a campus web-site before November. We will ask for review quickly and effectively. The dates for the visit are April 6-9, 2003, and it is important for the deans to be on campus during that time. Faculty need to be briefed prior to this visit.

Deans Council Minutes

October 7, 2002

Page 3

- An offer has been extended for the Affirmative Action Officer and we should hear from him very soon.
- A candidate for the Institutional Research Director and his spouse are on campus for his second visit today.
- Mrs. Coleman stated that the ARL Committee will be on campus on November 12-14. We will share more information prior to that visit.
- Dr. Jan Chambers (CVM) has received an \$8.3 million award from NIH.
- Butch Stokes stated that mid-term grades should be in starting tomorrow. Stokes will send out an e-mail containing this information. Dr. Verrall said temporary teachers will need some encouragement in this area.
- Dean Oldham stated that the History Department just received a \$1 million grant.
- Dean Bennett invited all to the ribbon cutting for McCain on Saturday at 9:30. This will also be a celebration for Dean Harry Simrall's 90th birthday.
- Dean Bennett asked about the possibility of a training process for housekeeping staff on procedures. Dr. Verrall will take this message to the appropriate people.