

Associate Deans Council Meeting February 27, 2008

Present: Jerome A. Gilbert, Chair; Wes Ammon, Mark Binkley, Dave Boles, Robert Cooper, Diane Daniels, Walter Diehl, Greg Dunaway, Mitzy Johnson for Julie Fulgham, Lisa Harris, Clyde Herring, Liam Leightley for Rick Kaminski, Harry Llull, Scott Maynard, Nancy McCarley, Sue Minchew, Mike Rackley, Al Rankins, Donna Reese, Kevin Rogers, Mike White,

Dr. Gilbert called the meeting to order at 1:30 p.m. in 611 Allen Hall.

1. Consideration of the minutes:

The minutes of the January 9, 2008 meeting were approved as submitted.

2. Chairperson's Report:

*Dr. Gilbert announced the Study Abroad group of the Southeastern Conference Academic Consortium passed a resolution (MOA) to allow students at any SEC school to participate in selected study abroad programs at SEC schools with in-state tuition.

*Dr. Gilbert announced that MSU is co-sponsoring a scholarship of \$8500 for an MSU student to attend Queens University in Northern Ireland in the spring of 2009 as part of the SEC Academic Consortium.

*Dr. Gilbert stated that mid-term grades are due next week.

3. H-1B and Permanent Residency

Diane Alexander handed out a copy of an email that was sent from Dr. Rabideau on June 10, 2005. Effective immediately, we are now requiring national print advertisements for all tenure-track positions. This change in procedure is being made after consultation with the Office of Human Resources Management and the Office of Diversity and Equity Programs. This requirement applies only to tenure-track faculty positions.

As previously announced, the U.S. Department of Labor recently amended the existing PERM labor certification regulations. The new rule only effects petitions for permanent residence requiring labor certification and does not affect other visa petition such as H1-B. Effective July 16, 2007, all costs associated with labor certification applications filed on behalf of employees must be paid in full by the hiring department/unit on behalf of the University.

4. First Year Seminars

Matt Raven discussed the First Year Seminars. These one hour courses will begin in the Fall 2008 semester. These are one hour credit seminars for first year students (College freshman or first year Junior College transfer). The program will allow student credit hours to go to the appropriate department. Students will be recruited through mailings and orientation. Deadline for proposals will be March 17, 2008.

Credit substitutions for College Athletes

Dave Boles and Ray Berryhill stated that forms had been sent to all Associate Deans requesting substitution credits for athletes. These forms should be completed and returned to them by March.

5. Information Security Program

Mike Rackley handed out information regarding the Information Security Program. The Committee for the Security of Protected Information reports to the President. The Committee serves in an oversight and coordination capacity for all issues related to data security. They coordinate the Incident Response Plan, the Information Security Program, and the IT Disaster Recovery Plan. The Committee also reviews all significant security incidents and recommends appropriate action and remediation. Current employees have until July 30th to complete training. New employees are required to complete within 30 days of employment. It must be taken every four years. If departments have student workers, they must complete the security certification.

6. Other Business