

Associate Deans Council Minutes
February 14, 2007

Present: Jerome A Gilbert, Chair; Wes Ammon, Keith Belli, Mark Binkley, Dave Boles, David Bridges, Louis Capella, Diane Daniels, Scott Maynard for Luther Epting, Jane Greenwood, Lisa Harris, Sue Minchew, Dinetta Karriem, Nancy McCarley, Gary Myers, Bill Person, Ruth Prescott, Mike Rackley, Lynn Reinschmiedt, Butch Stokes, Donna Reese, 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 10, 2006 meeting were approved as submitted.
2. Chairperson's Report:
 - The Promotion and Tenure Task Force which Dr. Rabideau chaired and that Dr. Gilbert is the chair of, has met several times in the past weeks. They are reviewing the Promotion and Tenure document and developing a "Best Practices" handbook that includes several recommendations that they will turn over to Faculty Senate.
 - We have a policy currently in place that states that a faculty member must report freshman absences. Dr. Gilbert asked the Council what they would do if a situation arose where a faculty member had not reported absences and a student then failed the class. A discussion ensued about whether the policy stating freshman absences must be reported is a "should" or a "must". Could there be any recourse for a faculty member that didn't report absences? Butch Stokes stated that we should encourage faculty to report absences, but that it will be too hard to enforce. Dr. Gilbert will ask David McMillan to attend the next Associate Deans Council meeting for further insight in to this topic.
 - At the last Deans Council meeting, Dr. Rabideau asked the deans for a recruiting plan and where each college is in terms of enrollment. He would like colleges to come up with names of faculty that would be willing to go on a recruiting trip. We want faculty that are excited about their scholarship to talk to students. This is similar to the Bettersworth program. It could become a valuable title to hold to encourage participation.
 - The new Honors Code was passed in faculty senate. We will look at inserting the new Honor Code in our AOP.
 - Dr. Gilbert has been meeting with Thomas Bourgeois. MSU is trying to create a parent's handbook similar to the University of North Carolina. Dr. Gilbert would like a list of majors in your college with names, email, and phone numbers of contact people.

- This fall, there will be a Thursday night football game with LSU. Classes will not be cancelled, it will be up to individual faculty to make their own decision regarding whether or not class will meet. There will be a parking plan implemented.
- There have been some regional ambassadors selected to serve under Dr. Phil Bonfanti. He has hired Lokesh Shivakumaraiah to help him in recruiting international students. They will recruit students, set up exchange agreements, and study abroad opportunities. They are currently working on setting up a website.
- Matt Raven spoke about The Center for Teaching and Learning and passed out brown bag's that have the schedule for the Center's spring 2007 Brown Bag Series. He also discussed the Center's upcoming seminar offerings for the spring.

3. Day One Freshman Experience: Cade Smith

Cade Smith led a presentation on the MSU Leadership Continuum and Day One experience which will be in effect this fall. This will tie in to the Leadership Studies Minor. This program is funded through the President's office at a cost of about \$80 to \$115 per student. There will be a one hour course offered for about 200 students that have been selected in different pods. Dr. Gilbert has also convened a committee to deal with the First Year Experience group.

4. AOP 11.05- Shortened Format Courses and Contact Hours

- This is the current courses and procedures being used. Faculty Senate requested some changes to the policy. A discussion ensued concerning the proposed changes to this policy and Dr. Gilbert determined that no action would be taken on this AOP at today's meeting and that he would work on rewriting the AOP and bring it back for discussion at the next Associate Deans Council.

5. Other Business:

- Butch Stokes stated that we will begin to have electronic transcripts by a long time vendor Scriptsaver. It will be a pdf version of the transcript. His goal is to get the entire state on this program. Schedule Builder was recently presented in Little Rock. It was well received.
- Lynn Reinschmiedt stated that the Associate Deans office in the College of Agriculture is moving to Bost Suite 201.
- Gary Myers announced that there will be a guest speaker next Thursday, February 22nd. Dr. Mike O'Brien will present on Southern History in the Swalm building at 4:00.

The meeting was adjourned.