

**ASSOCIATE DEANS COUNCIL  
JANUARY 8, 2003**

Members Present: George Rent (chair), Louis Capella, Luther Epting, Julie Fulgham, Dan Hollingsworth, Dinetta Karriem, Bob Karr, Sue Minchew, Linda Morse, Gary Myers, Ruth Prescott, Mike Rackley, Lynn Reinschmiedt, June Schmidt, Robert Taylor, Jack White, and Mike White.

1. John Dickerson and Eric Bishop with Student Affairs discussed a proposed Community College Honors Day. This is a recruiting event for community college transfer students. The program will be similar to Senior Invitational Exam; tests are taken one day and classes scheduled the next day. Student Affairs would like to have a half-day program or mini orientation, advising and schedule classes. This will take off some from transfer student orientation in June. Some 100-150 students are projected to attend. A possible date for this is Friday, March 28. Pre-registration advising starts March 26. Those attending would be required to bring their transcript through fall semester and spring schedule. June Schmidt asked that library orientation be included.
2. The minutes from the November 13, 2002 meeting were approved as circulated.
3. Chairperson's Report – George Rent
  - The draft SACS report has been placed on the MSU website for review by the university community. The SACS team is in the final steps of putting the report together. Some sections on planning will be sent back to the associate deans for additional information. The instructional verification report has to be complete with the instructor named. The SACS team will be here April 5 and on campus through April 10. Associate deans will need to be on campus; department heads should be aware of the dates. Members of the team will want to visit their own discipline areas.
  - The Career Center is hosting the Academic and Career Exploration Fair March 4 from 9:00 a.m. to 3:00 p.m. in the Union Ballroom. College involvement is crucial. Dr. Epting needs to know who will participate and to what extent. The Career Center will handle the logistics. He needs help promoting this to the students. Faculty will have to help notify students.
  - The Registrar has been working with the Scheduling Committee regarding the Student Association request for a fall break. The proposed fall break is scheduled for the week of Thanksgiving during Fall 2003. The Faculty Senate is to study the effects of this and the best way to implement a fall break. The President asked the Student Association to work out a compromise by next month. Catalogs have been printed without the break in the calendar. If approved, the break will be included in the course schedules in March.

- The Student Association also petitioned for an academic forgiveness policy. It has been the experience at the Career Center that employees recalculate GPAs without utilizing institutional forgiveness policies. The faculty of the College of Business & Industry is divided on the issue and suggested that only freshmen and sophomore classes be forgiven. Engineering faculty thought it was a reasonable idea, although some faculty were opposed to it (80% in favor; 20% opposed). The College of Forest Resources faculty were unanimously in favor of it. Education faculty are not in favor. The College of Arts & Sciences faculty voted 14 in favor; 36 opposed. The policy would need to be worded very carefully with application appropriately limited. Dr. Rent asked Gary Myers, Bob Taylor (to chair), Butch Stokes, and Sue Minchew to put together a proposed policy.
- At the December ADC meeting a representative from International Studies Abroad (ISA) made a presentation. ISA has opportunities for students that we do not have. The Provost office has received input from some of the associate deans and directors about what their college/department is doing. This will provide assistance to our students. In the last university bulletin we tried to highlight our studies abroad programs. Dr. Rent distributed our current list of Student International Exchange/Study Abroad Programs and asked the associate deans to review the information listed and submit corrections/revisions to Nancy Fultz in the Provost Office by January 17. It will be recommended to the Provost that MSU affiliate with ISA.
- The Provost sent out a notice last month about courses not taught in four years. There are too many courses on the books that have not been taught in four years. The deans were asked to respond by telling which ones should be taken off the records. That report is due by the end of January. If a course is going to be removed, that is easy. If there are some that should be kept but revised, please fill out the necessary course modification form and send to the UCCC.
- Summer School budgets went out just before Christmas with the additional 4% raise. Continuing Education is talking to colleges about summer school offerings online. Monitor summer school class situation. Some online courses are competing with classroom sections; if split and enrollment drops for the course, you may lose both courses. Geography is one course offered online. Dr. Rent encouraged the associate deans to work with Phil Bonfanti and Continuing Education.

The meeting was adjourned at 2:30 PM.