

Associate Deans Council Minutes
November 13, 2002

PRESENT: George Rent, Chairperson; Dave Boles, Louis Capella, Luther Epting, Dan Hollingsworth, Dinetta Karriem, Bob Karr, Sue Minchew, Linda Morse, Elaine Reed for Gary Myers, Phillip Nelson, Debbie Bowen Pepper, Ruth Prescott, Mike Rackley, Lynn Reinschmiedt, Bobby Stokes, Robert Taylor, Jack White, and Mike White.

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

1. Consideration of Minutes:
 - Minutes from the ADC October 9, 2002 meeting were approved as circulated.
2. Chairperson's Report:
 - Preregistration went well. A lot of courses are full. Please contact the Provost Office if major problems arise.
 - Criss proposals are due. The Provost Office will notify individuals as soon as possible.
 - Leslie Bauman is completing the SACS draft report. If requests are received, please comply. It is hoped that the draft report will be online by the 18th. Two weeks will be allowed for review. It is a very long document (over 300 pages).
 - A request regarding classroom renovations and improvements has been sent out to the colleges. Please respond immediately.
3. Academic & Career Exploration Fair. Luther Epting reported that he had reserved the Union Ballroom for March 4, 2003, from 9:00 a.m. to 3:00 p.m. The Career Center will coordinate; the Provost Office will provide funds for refreshments. It was recommended that each college have a booth and people to visit students. ROTC has asked to participate. The Library wants to participate to educate students of library opportunities. The Career Center would want to be represented to talk to students about employment opportunities. Dr. Epting stated that it would be up to the colleges and departments to determine what they want to offer students. Dr. Epting will meet with the deans and ask for suggestions. College recruiting booths may be used.
4. Ruth Prescott discussed the Student Association request for a fall break. One proposal is a 2 day fall break in October to follow an "away" SEC game and to add Wednesday to Thanksgiving break. Butch Stokes is working with Athletics to determine a date. A draft 5-year plan will be put together. It is hoped this will be implemented next fall.

The Student Association is asking that an academic forgiveness policy be created at Mississippi State University. According to the students, they are at a competitive disadvantage because peer universities have an active forgiveness policy. Ruth Prescott requested the associate deans consider the issue and recommend to the Associate Deans Council whether such a policy should be developed and, if so, to suggest language. Associate deans were also asked to discuss the resolution with their department heads and email Ms. Prescott of their interest or not with specifics before the next scheduled Associate Deans Council.

5. AOP's for review:

- AOP 12.09 – Class Attendance. This policy is being revised because students are asking the Student Health Center to provide excuses for not attending class. On page two, in the bullets, the words “to be determined by a physician” are removed. In the first full paragraph on page two, the second sentence is revised to read: “The documentation must contain the date and time the student sought treatment.” AOP 12.09 – Class Attendance was approved with changes and will be forwarded to Deans Council for further review.
- AOP 12.17 – Academic Fresh Start. This policy has been revised to reflect that “all academic work prior to the consecutive twenty-four months absence would be” declared void for the purposes of academic standing and graduation. “The notation will be made upon the successful completion of at least 12 credit hours at Mississippi State University.” AOP 12.17 – Academic Fresh Start was approved and will be forwarded to Deans Council for further review.
- AOP 12.19 – Academic Amnesty. This policy has been revised on page two to add the following statement: “The notation will be made upon successful completion of at least 12 credit hours at Mississippi State University.” AOP 12.19 – Academic Amnesty was approved and will be forwarded to Deans Council for further review.

6. Other Business:

- A discussion was held regarding due dates for submission of dissertations to the dean's office prior to submission to the library.
- Dave Boles expressed concern about the BSIS program as more students are changing to BSIS. Each college needs to look at this.
- Dr. Rent announced that representatives from International Studies Abroad (ISA) are scheduled to make a presentation on campus December 11. ISA is out of Austin, TX, and their objective is to facilitate study abroad experiences for students. MSU has a large number of international programs available at the college level. The presentation will be for deans, associate deans, and directors. The Provost Office would like input from the associate deans regarding our affiliation with this group.

Meeting was adjourned at 2:15 p.m.