

Associate Deans Council Meeting
October 12, 2011
Minutes

Present: Peter L. Ryan (chair), Ray Berryhill, Phil Bonfanti, Thomas Bourgeois, Royce Bowden, Patricia Brock, Tim Chamblee, Karen Coats, Robert Cooper, Diane Daniels, Walter Diehl, Greg Dunaway, Jan Fitzgerald (for Scott Maynard), Randy Follett, Becky Gardner, Teresa Jayroe, Mitzy Johnson, Rick Kaminski, Dinette Karriem, David Lewis, Patricia Matthes, Elton Moore, Linda Morse, Gail Peyton, Mike Rackley, Kevin Rogers, James Scheiner, Butch Stokes, Justin Watts.

Guests: Angi Bourgeois and Connie Forde.

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

1. Consideration of the minutes.

Elton Moore made the motion and Butch Stokes seconded to approve the minutes of the September 28, 2011 meeting. The motion was approved unanimously.

2. Announcements.

- a. Peter Ryan commented on the visit and presentation of Holocaust survivor Ann Jaffe and noted that she was extremely impressed with the hospitality at MSU and the interest of students in her experiences and memories of the tragic event. The video of her presentation is available for online viewing.
- b. The Cyber Security Awareness Week activities will be held October 18-20 featuring various speakers to educate users about computer and information security issues. An information booth will be set up on the first floor of the Union with free t-shirts for those attending while supplies last.
- c. Peter Ryan reported on MSU's exhibit participation during the Smithsonian Institute Folklife Festival Celebration for the 150th Anniversary of the Morrill Act to be held in Washington, DC, June 27 – July 8, 2012.
 - Three potential projects have been identified to represent MSU's current activities at the festival. These are the CVM Mobile Clinic and Surgery Unit, Engineering's Eco-car and sustainable energy, and CALS' application of Thermal Imaging Technology for diagnosing health issues in livestock.
 - The exhibits will be set up for hands-on participation.
 - There was also mention of interest in alumni or internship students in the area around Washington, DC next summer becoming involved to speak and promote experiences at a land-grant institute.
- d. Peter Ryan reported that Eric Heiselt met with him to discuss the future need for financial assistance to fund the Region V Science and Engineering Fair. This fair targets students K – 12 across the region and will not be able to continue without funds. Any commitments of contributions to help preserve this event would be appreciated.
- e. Peter Ryan reported on an overview of his attendance at the Future of State Universities Conference in Dallas, Texas and the importance of engaging students in the awareness of the value of science and technology for the future of the country and the economy.
- f. Peter Ryan and the four selected ALDP fellows representing MSU will be attending the SECAC/ALDP workshop at the University of Kentucky in Lexington on October 17-19.
- g. Pat Matthes encouraged participation in the online LibQual survey which is designed by the Association of Research Libraries to provide data to assist in better understanding expectations in the library program.

- h. Linda Morse extended an invitation to the Grisham Master Teacher Lecture Series to be held on October 19 in the Grisham Room , Mitchell Memorial Library at 2:00 p.m. featuring Michael Seymour, 2011 Grisham Master Teacher.
- i. Butch Stokes announced that the spring 2012 master schedules have been sent to departments for final edits. He noted the challenges due to the growth of enrollment at the university.
 - The draft schedules for fall 2012 will be delivered to departments before the Winter Holiday Break.
- j. Butch Stokes reported that the December commencement will be held on the new Humphrey Coliseum arena floor which will now have better accessibility.
- k. The textbook adoption for spring 2012 has a deadline submission date of November 1 to Barnes and Noble bookstore. The assessment data will be sent to IHL 30 days after this due date.

3. Chairs Report.

- a. David Lewis reported that work progress on the egress policy has been challenging. The subcommittee will be presenting a proposal to the council at a later date.
- b. Walter Diehl reported that the subcommittee group is making progress with revisions to the AOP 13.15 Evaluation of Teaching Performance policy to be presented to the council at a later date.

4. Quality Enhancement Plan

Co-chairs Angi Bourgeois, and Connie Forde provided a presentation for an overview of the Quality Enhancement Plan (QEP) which is now part of SACS accreditation.

- The plan will provide evidence (off site and on site) of continuous improvement to enhance student learning.
- The process will be implemented over a five year timeline.
- Steps – Identify Topic; Develop Plan; Pilot QEP; Submit QEP to SACS; Implement QEP.
- Topic suggestions and ideas were encouraged and should to be submitted to the website.

5. Accountability & Transparency Website.

Mike Rackley reported that state legislature has passed and signed the Senate Bill 2554 to revise and clarify the Mississippi Accountability and Transparency Act of 2008.

- The law requires all state agencies to have an operational website to provide public access to expenditures of state funds (excluding foundation monies) by July 1, 2012.
- The website will be updated monthly, two weeks after the month end and will be accessible at transparency.msstate.edu
- Titles (not individual names) will be associated with salary data.

6. AOP/OP.

AOP 12.21 Veteran's Academic Status

The document was approved with minor edits to be forwarded to Deans Council for further consideration.

AOP 12.30 Developmental Studies

After discussion, the committee agreed that "All individuals" should replace "Mississippi residents" under Policy/Procedure. The document was approved with the change and other minor edits to be forwarded to Deans Council for further consideration.

AOP 35.05 Payment of Non-Resident Fees of Approved Student Exchange

The document was approved with minor edits to be forwarded to the Deans Council for further consideration.

7. Other Business.

Peter Ryan noted that Academic Common Market students have been discovered who are abusing the program and will be contacted concerning their ineligibility for the program.

The meeting was adjourned at 2:55 p.m.