

Associate Deans Council
March 14, 2012
Meeting Minutes

Present: Peter Ryan(Chair), Wes Ammon, Jeremy Baham, Royce Bowden, Rita Burrell (for Lori Bruce), Tim Chamblee, Diane Daniels, Walter Diehl, Randy Follett, Becky Gardner, Mitzy Johnson, Dinetta Karieem, David Lewis, Scott Maynard, Lynda Moore, Mike Rackley, Kevin Rogers, James Scheiner, Butch Stokes, Walter Taylor
Guests: Lou D'Abramo, Donna Reese

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

1. Consideration of the minutes.

James Scheiner made the motion and Randy Follett seconded to approve the minutes of February 8, 2012 with noted addition to Chair's Report. The motion was approved unanimously.

2. Announcements.

- Peter Ryan distributed a flyer announcing the Gamma Sigma Delta Inaugural Spring Seminar, "History of the Morrill Act: The Mississippi Perspective" by Dr. James Geisen of the Department of History. The seminar will be held on March 29 at 3:00 p.m. in the Tully Auditorium of Thompson Hall with a reception to follow in the auditorium lobby. All faculty, staff and students are invited to attend.
- Becky Gardner reported on several items:
 - The Shackouls Honor College will now be requiring entering freshmen to take an Honors course during their 1st semester at MSU.
 - The annual Shackouls Honor College Awards Ceremony will be held on April 14, 2012 at 2:00 p.m.
 - The MSU Undergraduate Research Symposium will be held on April 18, 2012.

3. Chair's Reports.

None

4. Undergraduate Admissions.

Donna Reese distributed a memo to the Associate Deans from the Undergraduate Admissions Committee requesting information from each college in order for the committee to review criteria for all programs campus-wide.

- The committee will review criteria for all programs campus- wide.
- Information is requested from the 2004-05 to current academic years for modification of admission and graduation requirement changes, information for special programs, technical credit that is accepted for degree programs, and a list of AP and CLEP credits currently awarded by MSU.
- Each college should provide the information to the committee by the deadline date of March 23, 2012 for the committee to review for approval this academic year.

5. NSSE and FSSE survey results.

Tim Chamblee provided a handout of the National Survey of Student Engagement (NSSE) 2011 Results and the Faculty Survey of Student Engagement (FSSE) 2011 Results.

- The NSSE survey is deployed by email to students for information on the amount of time and effort put into studies and other educational activities and how the institution deploys its resources and organizes the curriculum and other learning opportunities.
- The survey identified aspects of the undergraduate experience that can be improved through changes in policies and practices.

- The report provides comparative standards for determining how effectively MSU's colleges are contributing to student learning and can be used for the 2011 – 12 assessment cycle.
- The Faculty Survey of Student Engagement (FSSE) survey is sent to all faculty that teach undergraduate courses and is designed to complement the NSSE.
- The report provides faculty perceptions of student engagement and the results can be used to assist in the development of the QEP.
- The FSSE 2012 Deployment invitation dates are March 27, April 4, and final reminder date of April 18, 2012.

Tim Chamblee encouraged participation in The Chronicles of Higher Education 2012 Great Colleges to Work for survey. There will be 600 employees that will be randomly selected and asked to participate in the survey.

The Office of Institutional Research & Effectiveness will be sending out the IE reports from the past year. There was a 100% completion rate from 350 units on campus with positive results increasing each year.

6. AOP/ OP

OP 01.17 Formal Distance Education

There was committee discussion with Julia Hodges, Interim Co-Director, regarding updates on the restructuring for academics and the funding model for AOCE. Butch Stokes, Registrar also mentioned pre-registration and withdrawal processes that will effect changes for campus 5 students. After further discussion, the document was tabled for a later discussion of possibly changing the OP to an AOP policy.

Proposed AOP detailing Graduate Student Grievance Procedures

Lou D'Abramo, Dean of Graduate School presented the proposal on graduate student grievance procedures to the Council for consideration of creating it as an Academic Operating Policy. The Graduate Council drafted the document from procedures that are currently printed in the Graduate Bulletin. After discussion, there was approval for major concerns to be forwarded to Peter Ryan to discuss with Lou D'Abramo for any revisions. The document will be reviewed by General Counsel before presenting again to the Associate Deans Council.

AOP 32.01 Mississippi State University Library

The document was tabled for later discussion when Library representation would be in attendance.

7. New Business.

- Butch Stokes announced that there will be a classroom capacity management presentation on March 22 with findings to provide better utilization of classroom space.
- Pre-registration will begin for summer and fall semester. There will be nine summer orientation sessions held during the week only.
- Peter Ryan noted plans to build funding into the regular budget for Arts and Sciences unfunded sections.
- There will be new sections of Honors courses that will not be listed on the master schedule, but will be advertised by the Honors College.

The meeting was adjourned at 2:56 p.m.