

Associate Deans Council
April 24, 2024
Meeting Minutes

Present: Peter Ryan, Tracey Baham, Steve Bullard, Kayla Carr, Tracey Craven, Jim Dunne, Anastasia Elder, Robert Green, Dana Franz, Kim Hall, Lucy Mellen, Melanie Loehwing, Christine Jackson, Dominic Lippillo, Bethany Mills, Lynda Moore White, Tabor Mullen, David Nolen, Alicia Olivier, Sean Owen, Andy Perkins, Rebecca Robichaux-Davis, Kevin Rogers, Michael Seymour, Emily Shaw, Darrell Sparks, Lisa Stricklin, Shelby Tschume, Tina Gilliland

Dr. Peter Ryan called the meeting to order at 1:30 PM

1. Consideration of the minutes

Upon a motion by Dr. Robert Green and a second by Dr. Kevin Rogers, the minutes from April 10, 2024, were approved.

2. Announcements

- Dr. Ryan welcomed Ms. Shelby Tschume as a new council member. Ms. Tschume is the Director of Strategic Initiatives in the Office of the Provost, and she will be representing Dr. Brent Fountain.
- Dr. Ryan shared information with the council regarding a course being offered by the Department of Marketing, Quantitative Analysis and Business Law. The course is called Conscious Marketing in Alaska (MKT4990). It is a two-part summer course with part one being July 8-July 22, Synchronous Online Course, and part two is July 23-August 8, Alaska Expedition. For more information, please email vlanders@business.msstate.edu.
- Dr. Peter Ryan updated the council about a recent topic of discussion. Dr. Kim Hall recently requested information regarding the policies related to hiring lecturers. The council will revisit this conversation as soon as possible and will include representation from HRM, Provost Office, etc. once information has been verified and finalized.
- The National Student Exchange Program (NSE) provides opportunities for students to travel the country for a semester or an entire academic year to experience another member institution. Recently some changes have been implemented in the program and those are listed below.
 - Nonaffiliated students (students from another institution, which are not a part of the NSE) may apply to the NSE Program (will be required to pay tuition to MSU).
 - Community college students can apply to the NSE Program (participation after successful completion of the second semester at community college).

3. Spring Online Course Tool Showcase – Ms. Tracy Craven

- Ms. Craven announced that the Spring 2024 Online Course and Tool Showcase: Humanizing Online Learning, will be held on April 25 from 9:00 AM – 11:00 AM and 2:00 PM to 4:00 PM in Ballroom U of the Colvard Student Union. This event is designed with questions and ideas MSU faculty have voiced about online teaching and learning at the forefront. The showcase will focus on faculty who have embraced humanizing their online courses through various methods and innovative tools.
- This event will also provide networking opportunities for all disciplines across campus.
- Ms. Craven also mentioned that the Educational Advisory Board (EAB) will be on campus May 1, 2024. This initiative, “Blueprint for Growth: Enrolling and Supporting Adult and Online Learners” will begin at 10:00 AM in Coskrey Auditorium. The EAB will lead discussions on recruiting and supporting undergraduate, graduate, and adult online learners.

4. Reading Days – Dr. Peter Ryan

- Dr. Ryan reminded the council that there should be no scheduled activities offered during Reading Day(s), including review sessions or laboratory/practicum assessments. Please encourage your faculty to observe this practice to preserve the integrity of the intent of Reading Day(s).

5. ADC Subcommittees – Dr. Peter Ryan

- Dr. Peter Ryan reminded the council that we have several active subcommittees. Please remember that the council needs feedback and recommendations from the subcommittees for the policies to move forward. Thank you to those who serve on these sub-committees for their hard work.
- Dr. Tracey Baham noted that subcommittee #2 regarding AOP 12.26: Non-Traditional Credit calls for an implementation committee which will consist of the following:
 - Dr. Tracey Baham
 - Dr. Dana Franz
 - Ms. Emily Shaw
 - Ms. Kristi Dearing
 - Dr. Kim Hall
 - Dr. Darrell Sparks
 - Dr. Robert Green
 - Dr. Sean Owen
 - A Member of Grad Council or GPAC

6. AOP's

➤ AOP 12.22: Undergraduate Student Course Load

A motion was made to accept the AOP as presented by Dr. Kevin Rogers and a second was given by Dr. Melanie Loehwing.

Dr. Melanie Loehwing stated that she learned within an hour of this council meeting that her subcommittee's proposed revisions may need further review to confirm these revisions meet federal requirements. Dr. Baham made a motion to table this AOP for further review of the revisions and the motion passed.

AOP 12.22 is tabled.

7. New Business

- Ms. Lynda Moore White announced that next week is NACADA's Global Advising week.
- Dr. Darrell Sparks mentioned that CALS has undertaken some departmental reorganization and name changes as listed below:
 - Biochemistry, Molecular Biology, Entomology, and Plant Pathology (BCH-EPP) will reorganize with the Biochemistry and Molecular Biology components merging with the Department of Food Science, Nutrition & Health Promotion with a name change to the Department of Biochemistry, Nutrition, and Health Promotion.
 - The Entomology and Plant Pathology component of the former BCH-EPP will become the Department of Agricultural Science and Plant Protection with the Bachelor of Agriculture Science moving from the School of Human Sciences into the new department

Both changes will appear on the agenda of the IHL Board of Trustees April 18th, 2024, Board meeting for approval.

Meeting adjourned 2:35 PM