

Deans Council Minutes
April 15, 2013
1:30 PM
611 Allen

Members Present: Jerry Gilbert, Richard Blackburn, Steven Brown, Lori Bruce (for Bagley College of Engineering), Tim Chamblee, Stephen Cunetto (for Frances Coleman), Lou D'Abramo, Greg Dunaway, Randy Follett (for Jerry Emison), Robert Cooper (for Kent Hoblet), Julia Hodges, George Hopper, Sharon Oswald, Mike Rackley, Peter Ryan, Shelby Sims, Chris Snyder, Jim West.

Others Present: Steve Taylor, Ray Vaughn.

Minutes Taken By: Martha Thomas.

1. Upon a motion by Lou D'Abramo and second by Jim West, the minutes of the April 1, 2013, meeting were approved unanimously with no corrections.
2. Announcements:
 - a. George Hopper invited members of the Deans Council to the 75th anniversary celebration of Edam cheese, to be held Saturday, April 20 at 10:00 AM in the MAFES Cheese Store. The College of Agriculture and Life Sciences breakfast will be held at 7:30 AM on Saturday, April 20 at the Bost Extension Center.
 - b. Jerry Gilbert announced that Greg Dunaway was selected as Dean of the College of Arts & Sciences and will begin in his position May 17. Dr. Gilbert thanked Sharon Oswald for leading the search committee for this position. Dr. Gilbert gave a status update regarding the searches for the Associate Vice President and Dean of the Graduate School and the Dean of the Bagley College of Engineering.
 - c. Dr. Gilbert announced the results of the Faculty Senate officers election: Jerry Emison was selected as President, Randy Follett as Vice President, and Brian Rude as Secretary. They will take office on July 1.
 - d. Dr. Gilbert discussed the series of coffee meetings he is hosting with academic department heads on the subject of leadership.
 - e. Dr. Gilbert announced that the Maroon Edition book for 2013-14 is "Physics for Future Presidents" and that Dr. Gilbert would provide a copy to each of the deans.
3. Academic Operating Policies:
 - a. AOP 11.05: Requirements for Shortened-Format Courses:
 - i. **Upon a motion by Peter Ryan and second by Dr. Oswald, the AOP was approved unanimously with no further edits.**
 - b. AOP 13.03: Faculty Responsibilities in Instruction and Curriculum:
 - i. **Dr. Ryan made a motion that the AOP be approved as presented. Dr. Dunaway seconded the motion.**
 1. Discussion:
 - a. Lou D'Abramo asked how one is to determine the percentage of change as described in item A.1. Dr. Ryan responded that the department head and curriculum committee should be able to determine the approximate percentage of change. Richard Blackburn stated that it was a judgment call.

- b. Chris Snyder suggested adding “or college” to the following sentence in item A.1: “All syllabi should be reviewed on a scheduled basis by the department or college on a cycle of four years or less.”
 - ii. **The motion was approved unanimously with the above edit.**
 - c. AOP 13.14: Grade Appeal and Academic Review Board:
 - i. **Dr. Ryan made a motion that the AOP be approved as presented. Dr. D’Abramo seconded the motion.**
 - 1. Discussion:
 - a. There was discussion regarding item D, the retention of records. Dr. Ryan explained that the term of one year was recommended by the Registrar in order to be compliant.
 - ii. **The motion was approved unanimously with no further edits.**
 - d. AOP 13.16: Establishment of Academic Centers and Institutes at Mississippi State University:
 - i. Dr. Ryan gave a brief overview of the edits made to the policy and called attention to the fact that OP 01.18 governs research institutes, centers, and related entities.
 - ii. Dr. Dunaway asked whether this policy governs college centers. Dr. Gilbert stated that it does and that this policy is an IHL requirement.
 - iii. Dr. Hopper asked how many centers were on campus.
 - iv. Dr. Gilbert explained that centers that provide internal service to faculty and students do not have to go to IHL for approval. The Career Center, for example, would not have had to go to IHL for approval.
 - v. Dr. Hopper suggested the following edits:
 - 1. Item 3: “As an academic unit, the center or institute must reflect the mission of the university. Any changes in the center’s purpose would also have to be approved by the Dean, the Provost, or the President.”
 - 2. Item 7: “Faculty members who share common interest may join forces to proposed the establishment of a center or institute.”
 - 3. Item 8: “The center will be evaluated periodically and the report submitted to the Dean of the hosting college (if appropriate) and the Office of the Provost.”
 - vi. **Dr. Ryan made a motion that the AOP be approved with the above edits. Dr. D’Abramo seconded the motion.**
 - 1. Discussion:
 - a. Dr. D’Abramo asked whether a center or institute could consist of one faculty member. Dr. Gilbert answered that this would be up to the discretion of approving entities.
 - vii. **The motion was approved unanimously.**
4. Other Items:
 - a. Dr. Oswald asked for an update on sabbatical applications. Martha Thomas answered that the first round of applications were sent to IHL for their consideration during the March board meeting. When the minutes

are approved in April, notifications will be sent to those faculty members and their supervisors. The second round of applications were sent to IHL for their consideration during the April board meeting. When the minutes are approved in May, notifications will be sent to those faculty members and their supervisors. Dr. Gilbert stated that faculty members can begin making plans if they have received approval at the campus level.

- b. Tim Chamblee stated that there has been a recent trend that students are not returning at the same rate that they have been. Dr. Chamblee stated that he would send information about these students to the deans so that deans and/or department heads could reach out to students who are eligible to register for classes for the fall 2013 semester but have not done so yet.
- c. There was discussion about the reasons for this trend and about possible solutions for those students with financial holds.
- d. Dr. Gilbert stated that the university would be in good financial shape if there is an increase of enrollment in the fall. The professor salary compression effort will be funded whether or not enrollment increases. Dr. Gilbert discussed the E&G funding formula being discussed at IHL.