

**Associate Deans Council**  
**April 25, 2012**  
**Meeting Minutes**

**Present:** Peter Ryan (Chair), Wes Ammon, Jeremy Baham, Tracey Baham, Donny Banerjee, Thomas Bourgeois, Rita Burrell, Tim Chamblee, Karen Coats, Walter Diehl, Greg Dunaway, Randy Follett, Becky Gardner, Julia Hodges, Mitzy Johnson, Rick Kaminski, David Lewis, Patricia Matthes, Scott Maynard, Lynda Moore, Linda Morse, Sharon Nobles, Kevin Rogers, James Scheiner, Walter Taylor.  
**Guests:** Angi Bourgeois, Ann Bailey, Bill Broyles.

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 Butch Stokes seconded to approve the minutes of April 11, 2012 with noted correction – **Present:** *Wes Ammon*. The motion was approved unanimously.

**2. Announcements.**

- Peter Ryan mentioned that classes end today, April 25 and that students should take advantage of the next two (reading) days before exams begin on Monday, April 30. The commencement exercises will be held on Friday, May 11 and Saturday, May 12.
- Peter Ryan announced the launching of the web site promoting the Smithsonian Folklife Festival. He expressed thanks to Matt Warren and Jason Tiffen in ITS, Maridith Geuder and staff in University Relations, and the colleges and team leaders of the three projects for their diligent work.
- Tim Chamblee announced that IE reports for assessment will close on August 31 and encouraged the same 100% completion rate as last year. Mitzy Johnson mentioned that there is still space in help session during the coming weeks. Last year there were 150 that participated in the help sessions that were very successful.
- Thomas Bourgeois announced that the Legal Issues Conference will be held at MSU on May 2- 3, 2012. Mississippi State University and IHL have partnered with the National Center for Higher Education Risk Management (NCHERM) to host the conference. Topics will include issues regarding Title IX/ Sexual Harassment and Title II/ ADA. He noted that some of the sessions may already be full, but those that would still like to attend should email his office.
- Peter Ryan noted that the conference would be valuable for those responsible for crisis management. There have been a lot of changes that are now mandatory and faculty and staff need to be made aware of their responsibilities.
- Peter Ryan announced that Academic Affairs recognized several faculty/staff at the Faculty Awards & Recognition Reception on April 24 in the Library Grisham Room.
  - He mentioned some of those recognized at the ceremony: Lori Bruce for the Giles Distinguished Professor; James Dunne for the Grisham Master Teacher; Meghan Millea for the Alumni Association Excellence in Undergraduate Teaching; Mary Celeste Reese for the Irvin Atly Jefcoat Excellence in Advising and Mike Nosser, the staff recipient for the Jefcoat Excellence in Advising; and Sandra Eksiolgu for the Alumni Association Outstanding Graduate Student Mentor.

**3. Graduate Student Housing Options for Fall semester.**

- Ann Bailey and Bill Broyles were present to provide information about graduate student housing.
- There are new residence halls that will be available for allocating space for graduate students.
  - This coming year the 3<sup>rd</sup> floor of Critz Hall will provide one wing for female students and one wing for male students per IHL guidelines for a quiet environment.
  - If a student prefers a more private environment, then 14 rooms will be allocated in Ruby Hall for single rooms with a private bath.

- Rice Hall will be used for graduate student summer housing.
- Ann Bailey and Bill Broyles mentioned that there has been some marketing to potential and current students, but help is needed with marketing to students. They asked that information be given to coordinators in the colleges.

Thomas Bourgeois stated that off campus housing is also available. He noted the link ([offcampushousing.msstate.edu](http://offcampushousing.msstate.edu)) for students to search available housing by price, location, bedrooms, and proximity to campus.

**4. Chair's Report.** None

**5. AOPs**

AOP 12.09 Class Attendance and Reporting Absences.

- The policy was reviewed at the last meeting and tabled in order for Angi Bourgeois and Greg Dunaway to meet and review the policy and suggested revisions.
- Peter Ryan noted the Provost's position on the policy is that awards or deductions may not be more than 10%, but that an instructor can penalize a student for lack of participation.
- Angi Bourgeois noted that UCCC follows the guidelines handed down by the Provost for the 10% policy unless there is a standing exception or waiver.
- There was discussion of concerns that if a student has an excess amount of absences but tests well on exams, the grade should not be less than 90% of the course credit.
- Randy Follett reported on the Faculty Senate meeting that discussed the separation of participation and attendance.
- Julia Hodges mentioned that the original intent was that a student could not pass a course just for attending but had to understand the material.
- After further discussion, David Lewis suggested combining the suggested revisions for more clarified language. Scott Maynard made the motion to take the blended statements and forward on the Deans Council, but withdrew the motion after committee discussion that other suggested revisions had not been addressed.
- David Lewis volunteered to chair a subcommittee to review all revisions and possibly blend the statements for better clarification of the policy.
- The subcommittee will include: David Lewis, Greg Dunaway, Angi Bourgeois, Peter Ryan, and Randy Follett. (*Note: Kimberly Kelly will be included from Arts & Sciences Senate*)
- The revised policy was tabled to be reviewed at a later date.

**The meeting was adjourned at 2:59 p.m.**