

Associate Deans Council
December 12, 2012
Meeting Minutes

Present: Peter Ryan (Chair), Wes Ammon, Ray Berryhill, Thomas Bourgeois, Royce Bowden, Linda Buehler, Tim Chamblee, Karen Coats, Robert Cooper, Walter Diehl, Randy Follett, Hudson Frey, Nancy Fultz, Becky Gardner, Julia Hodges, Terry Jayroe, Dinetta Karriem, David Lewis, Scott Maynard, Elton Moore, Linda Morse, Ian Munn, James Orr, Gail Peyton, Mike Rackley, Kevin Rogers, James Scheiner, Steve Taylor, Walter Taylor, Rick Travis.

Guest: Brandon Jolly

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

1. Consideration of the minutes.

James Schiener made the motion and Kevin Rogers seconded to approve the minutes of November 28, 2012. The motion was approved unanimously.

2. Announcements.

- Peter Ryan invited all to the Holiday Open House hosted by the offices on the 6th floor, Allen Hall on Thursday, December 13 at 9:00 – 11:00 a.m.
- The commencement ceremony will be held on Saturday, December 14 at 10:00 a.m. with Governor Phil Bryant as speaker. Peter Ryan asked that faculty be encouraged to attend to support the event.
- Linda Morse announced that new learning community proposals are due and asked that faculty be encouraged to submit proposals.
- Peter Ryan stated that grades will be due at 9:00 a.m. on December 17 to make it easier for the Registrar's Office to close out since the university will be closing a day earlier on December 20. He asked that faculty be encouraged to get grades posted on time in order for the Registrar's Office to notify students of probations or suspensions.
- Elton Moore announced that the education centers that were already scheduled will remain open on Friday.
- Mike Rackley announced that electrical systems will be shut down for maintenance in Allen Hall and McArthur Hall on Tuesday, December 18 beginning at 10:00 p.m. Services are expected to be restored by 6:00 a.m. on Wednesday, December 19.

3. Chair's Report – None.

4. AOP/OP

AOP 12.09 Class Attendance and Reporting Absences

- The new revised draft was presented by the subcommittee members, (Chair) David Lewis, Randy Follett, Greg Dunaway, Angi Bourgeois, and Kim Kelly. David Lewis noted a list of important questions that were used to guide the suggested revisions.
 - i. What are the respective responsibilities of students, faculty, and university that should be clarified?
 - ii. Should faculty define the attendance policy for their class, or it is the role of higher authority to regulate?
 - iii. Should the definition of attendance include participation?
 - iv. Should the policy include quantifiable terms, such as 10% attendance rule, or a 90% evaluation and participation rule: or a maximum of 25% of class days missed: or circumstance by up to the faculty member and student?

- v. Should faculty be able to define an attendance policy that could result in a student failing a course?
- vi. Subsuming the first six, should this policy have a decentralized attitude or should there be a more centralized regulation?
- Peter Ryan noted the Provost's position preference for 10% as the level of penalty for lack of attendance.
- There was discussion with suggested edits to remove words (*and participation*) from the proposed policy revisions and to delete the last sentence (*An illness or injury of a student that is too severe or contagious for the student to attend class*).
- After further discussion of the drafted revisions, the amended policy was approved unanimously to move forward to the Deans Council for further consideration.

AOP 12.10 Recognition of Undergraduate Academic Achievement

- The policy was presented for consideration of the suggested revision to be added to the policy- (*These honors, as well as recognition for 4.0 GPA recognition at commencement, will be based on all grades earned at MSU or transferred including all original grades and those grades earned through retakes, academic forgiveness, academic amnesty, and academic fresh start policies and/or practices*).
- Peter Ryan noted that the policy needed clarification that all grades (including academic forgiveness) should be included in the calculation and only a true 4.0 GPA should be considered for the commencement recognition.
- The issue was discussed as regards to how a "true" GPA could be calculated to be viewed by the student on his/her transcript.
- Thomas Bourgeois suggested that the student 4.0 GPA recognition at commencement be given a new title. There was further discussion without unanimous agreement for the calculations and title. With no motion to accept the amendment or other changes, the policy was tabled to be discussed at a later meeting.

AOP 12.13 Academic Records

- The policy was presented for review by recommendation of General Counsel for revisions on page 3 and 4 (Release of Education Records) and other minor edits. The committee also discussed whether the title should be changed to Education or Student Records. There was further discussion of how long test grades should be kept before discarding.
- The revised policy with other minor suggested edits was approved to be forwarded to the Deans Council for further consideration.

5. New Business. None

The meeting was adjourned 2:55 p.m.