

**Associate Deans Council**  
**April 10, 2013**  
**Meeting Minutes**

**Present:** Peter Ryan (Chair), Ray Berryhill, Lori Bruce, Tim Chamblee, Karen Coats, Robert Cooper, Ryan Colvin, Diane Daniels, John Dickerson, Walter Diehl, Randy Follett, Becky Gardner, Julia Hodges, Dinetta Karriem, David Lewis, Eddie Mac Huddleston, Patricia Matthes, Scott Maynard, Christen Mingione (for Steve Taylor), Elton Moore, Linda Morse, Michael Newman (for Walter Taylor), Julia Porter, Mike Rackley, Kevin Rogers, Rick Travis.

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

**1. Consideration of the minutes.**

Randy Follett made the motion and Elton Moore seconded the motion to approve the minutes of March 27, 2013. The motion was approved unanimously.

**2. Announcements.**

- Peter Ryan expressed thanks to the College of Education and College of Business for their efforts during the Academic Insight events. The events have had positive feedback from parents and students.
- Peter Ryan reported on the request sent out from the President's Office for recommendations from deans for programs in the colleges that need to be deleted. John Dickerson, Registrar, has agreed to create a report of all inactive courses for the past 5 years. The program deletions need to be confirmed before sending the annual report to IHL.
- The deadline date for withdrawal is today, April 10, 2013 at 11:59 midnight.
- Peter Ryan announced that the Honor Society of Agriculture, Gamma Sigma Delta nominations are due on Monday, April 15<sup>th</sup>. The 2013 GSD Initiation Ceremony and Reception will be held on Tuesday, April 23, 2013 at 6:00 p.m. in Tully Auditorium, Thompson Hall.
- There will be a new faculty event held on Friday, April 19, 2013 at the Templeton Conference Room, Library. The session, "Lunch with the Provost," will be an opportunity for new faculty to meet with the Provost, Associate Provost, and Associate Vice President for a question and answer session beginning at 11:30 a.m.
- Peter Ryan expressed thanks to Ray Berryhill for organizing the April 2 MSU Faculty Day which included a tour of the new Seal Football Complex and an opportunity to watch a football practice.
- Linda Morse announced the Maroon Edition book selection for 2013, "Physics for Future Presidents: The Science Behind the Headlines," by Richard A. Muller, a professor of physics at the University of California-Berkeley. Professor Muller will hopefully visit campus in September, 2013.
- Linda Morse distributed First Year Experience brochures and asked that faculty please encourage students to participate in these courses.
- Linda Morse encouraged all to attend the last Brown Bag Series to be held next Wednesday, April 17 in the Grisham Room, Library.
- Karen Coats reported that the Graduate and Professional Student Appreciation Week activities went well.
- Mike Rackley reported on the recent email that was sent out explaining changes to the Banner system during the summer. It will be important that forms, reports, processes, and printing be tested as instructed in the email. Any issues should be reported to the ITS Help Desk.
- Mike Rackley reported on the email sent out that was related to campus licenses with Microsoft products.

- Elton Moore announced the Annual College of Education Faculty/Student Research Forum to be held on Friday, April 12 at the Bost Extension Center. More information and registration can be found on the COE website.
- Rick Travis noted that the Honors Orientation will be held on Monday, April 15, 2013.
- John Dickerson expressed thanks for help with the textbook adoptions and asked that faculty be reminded of the deadline of April 15, 2013.
- Julia Porter stated that interviews are in process for the positions at the Meridian campus.
- Tim Chamblee stated that there has only been an 8% response rate with The Great Colleges to Work for survey. He noted that the President has asked that all those selected be encouraged to participate in the survey.

### **3. Articulation with Community Colleges.**

- Tim Chamblee discussed briefly the importance that students understand which transfer courses from community college that will (or will not) count toward his/her programs.
- Peter Ryan noted that the Two-plus-Two program is a good way for departments to work with the community colleges to delineate acceptable transfer courses. This information can be posted on the program web site.
- There was discussion of some lack of clarification between the university and community colleges. Also, there may be some courses that have the same name title, but not equivalent, so the content of these courses would need to be reviewed.
- John Dickerson stated that there has been some (clean up) with the articulation agreement and the Registrar's office staff will be meeting with departments for better communication.

### **4. Chair's Report – None**

### **5. AOP**

- **AOP 13.12 Summer School Teaching**

The policy was reviewed with suggestions from David Lewis and Julia Hodges. After further discussion, suggested revisions were approved. The policy will be forwarded to the Deans Council for further consideration.

- **AOP 12.11 Degree Requirements – Undergraduate**

After discussion, there were suggested revisions and agreement that clarification was needed under Policy/Procedure (University-wide Requirements) for participants in an approved exchange program. Karen Coats will provide the appropriate language. The policy with approved revisions will be forwarded to the Deans Council for further consideration.

### **6. New Business. None**

**The meeting was adjourned 2:30 p.m.**