

# Associate Deans Council

May 8, 2013

## Meeting Minutes

**Present:** Peter Ryan (Chair), Wes Ammon, Tim Chamblee, Karen Coats, John Dickerson, Walter Diehl, Randy Follett, Nancy Fultz, Becky Gardner, Cassandra Lattimer (for Scott Maynard), Elton Moore, Linda Morse, Ian Munn, Julia Porter, Mike Rackley, Kevin Rogers, James Scheiner, Steve Taylor, Walter Taylor, Rick Travis.

Peter Ryan called the meeting to order at 1:15 p.m. in 611 Allen Hall.

### 1. Consideration of the minutes.

Jim Scheiner made the motion and Randy Follett seconded the motion to approve the minutes of April 24, 2013. The motion was approved unanimously – with a notation from Dr. Ryan regarding the review of AOPs 30.03, 30.04, and 30.05. These policies will remain as independent policies (rather than combined) and move forward with revisions for approval to change from AOP to OP.

### 2. Announcements.

- Peter Ryan reported on the Early Start and Math Plus summer programs' enrollment. There are currently 92 students enrolled in the Early Start program and 50 students enrolled in the Math Plus program. This is an increase of 21 students over last year at this time.
- Peter Ryan stated that students admitted with less than 19 ACT math sub scores are required to take remedial math, but only students with 16 and below are allowed to take the courses during the fall semester. Students with sub scores of 17, or 18 should be reminded of their options for the fall semester. Rick Travis stated that students can also take the math placement test. Instructions for taking the placement test can be found on the Department of Mathematics and Statistics website.
- The Starkville campus Commencement Ceremonies will be held on Friday, May 10 and Saturday, May 11 at the Humphrey Coliseum. Faculty are encouraged to participate in the ceremony.
- Peter Ryan reported on the Division of Academic Affairs Years of Service Ceremony held on Tuesday, May 7, 2013 at the Foster Ballroom, Colvard Union. He noted Dr. Howard Chambers' (45 years) and Dr. Janice Chambers' (40 years) service at the university.
- Linda Morse announced that May 9 will be the date for the change out to the new Blackboard Learn software on myCourses. Training for the new software will continue to be offered through the Center for Teaching and Learning.
- Linda Morse stated that copies of the Maroon Edition books will be available at a later meeting for the Associate Deans.
- Linda Morse announced that the Preparing Future Faculty (PFF) program would finish the year with the Maymester capstone course. In July, an announcement will go out for applications for participation next year. The program is open to graduate students who are in their final year of doctoral study and who plan a career in academia.
- Karen Coats reported that the OGS would be submitting nominations in two categories (Humanities and Biology/ Life Sciences) for the Council of Graduate Schools Proquest Dissertation Award. Appreciation was noted for nominations received in both categories which are being reviewed to select the two who will be sent forward as the MSU nominees.
- Kevin Rogers reported on the College of Business arrangement with Toyota Education Endowment that was announced during a press conference held at the CREATE Foundation. The program will allow high school students from three Mississippi counties to learn from MSU professors how to create, market and sell smart phone applications.
- Elton Moore announced that the College of Education has received \$6.4 million from the Robert M. Hearin Foundation for the Mississippi Excellence in Teaching Program in collaboration with

Ole Miss for students majoring in mathematics and English education majors. There are 20 students enrolled in the program for the fall semester.

- Julia Porter announced that MSU Meridian Commencement Ceremony will be held on Friday morning, May 10, 2013.
- Mike Rackley reported on the efforts of ITS, the Center for Teaching and Learning and the Center for Distance Education during the planning stages for the new Blackboard Learn. The migration of the new software will begin at 8:00 a.m. on May 9 for several hours, hopefully with no problems. He strongly encouraged participation in the training sessions.
- Steve Taylor stated that the pilot students in the Center for Distance Education have had no problems with the new Blackboard Learn software.
- The Shackouls Honors College admitted approximately 100 more new students for Fall 2013 than last year.
- John Dickerson stated that commencement marching instructions has been sent out and asked that the Registrar's Office be notified if the information has not been received.
- John Dickerson reported that 927 students will be participating (walking) at the Friday, May 10 spring commencement and 931 graduates on Saturday, May 11, 2013. These numbers are an increase of 100 graduates from last spring. He further thanked the Associate Deans for helping to make sure that grades were posted before the deadline. The Registrar's Office has sent out suspension and dismissal emails to students with probation information going out today.
- Peter Ryan stated that follow up letters will be sent to students with information about the LSK classes and to encourage the students' return to the university.
- Phi Theta Kappa orientation will be held on Monday, May 13, 2013.

### **3. Discussion of Technical Credits.**

- Rick Travis briefly discussed the meeting of the Undergraduate Admissions Committee regarding the acceptance of technical courses for academic credit at MSU and the role of these credits in the calculation of a student's GPA.
- There may be certain degree programs and/or admission scholarship decisions that would need these courses to be counted as A – F grades rather than the S (satisfactory) or U (unsatisfactory).
- The committee also discussed degree programs accepting technical credits and the amount of credits allowed.
- The committee would like to request the following information from Associate Deans for identifying each degree program in the colleges that do accept technical credits:
  - What is the maximum number of technical credits your program(s) will accept?
  - Are technical credits used in the calculation of GPA's for admission /scholarship purposes?
  - Do you have a standing agreement with community colleges or other institutions regarding the acceptance of their technical credits? If so, please provide details.
  - Also, please provide as complete a list as feasible which lists the technical credit courses you routinely accept and also identifies the schools from which you accept these credits.
- The goal is to provide a list of technical courses that can be accepted so that Admissions and the Registrar's Office can speed along admissions without having to contact the department for each specific student's evaluation of technical credits.

### **4. Chair's Report – None**

### **5. AOPs - None**

### **6. New Business.**

- Mike Rackley reported on the development of a new Operating Policy (OP) MSU Identification Card. The policy which will include procedures and standards in addition to requirement that all active MSU students (which includes distance students) must have a photo ID card.

**The meeting was adjourned 1:53 p.m.**