

Associate Deans Council
June 26, 2013
Meeting Minutes

Present: Peter Ryan (Chair), Ray Berryhill, Tim Chamblee, Karen Coats, Robert Cooper, Mark Crenshaw, Walter Diehl, Randy Follett, Nancy Fultz, Becky Gardner, Robert Green, Julia Hodges, Edie Irvin (for Scott Maynard), Terry Jayroe, Dinetta Karriem, David Lewis, Patricia Matthes, Marian Montgomery (for Steve Taylor), Elton Moore, Linda Morse, Emily Owen (for John Dickerson), Mike Rackley, James Scheiner, Rick Travis, Nash Tucker.

Guest: Josie Guerry

Peter Ryan called the meeting to order at 1:30 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 June 12, 2013. The motion was approved unanimously.

2. Announcements.

- Peter Ryan asked that department heads and faculty be made aware of the timeline for submitting materials to the Provost's Office for IHL approval including appendices to documents, proposing new degree programs, or making any changes or modifications to programs. He stated that these documents require review as well as approval from UCCC (which only meets during the fall and spring) and from the President's Office. He noted that help with making sure these documents get to the Provost's Office at least a month before the submission deadline date to IHL would be greatly appreciated. Additionally, the documents should be prepared as Microsoft Word documents.
- David Lewis reported that Dean Jim West is recovering well since his recent surgery.
- Robert Green announced that Masoud Rais-Rohani has been named as the Interim Associate Dean for Research and Graduate Studies in the Bagley College of Engineering beginning on July 16. He will replace Lori Bruce who was named the Dean of the Graduate School.
- Peter Ryan mentioned that orientation and registration sessions had gone well during the past weeks. David Lewis mentioned concerns of sessions that had been scheduled for 7:45 p.m. There was further discussion with other colleges reporting good attendance during the evening sessions. Peter Ryan further stated that such issues as timing and the promotion of academics during orientation will be brought forward for discussion and planning for next year's sessions.
- Peter Ryan noted appreciation to Randy Follett for his service to the Associate Deans Council. He will begin serving on the Deans Council in July as the Robert Holland Faculty Senate Vice President. Noel Addy will be the replacement to serve on the Associate Deans Council as the new chair of the Academic Affairs Committee.

3. Chair's Report – None

4. AOPs

AOP 11.04 Undergraduate-Graduate Courses

After discussion of concerns with students taking the same course as undergraduate and then graduate, Karen Coats noted that she will provide information from the Graduate Council minutes that address the issue. The policy was tabled to be reviewed further at the next scheduled meeting. Suggested revisions to the policy as presented by David Lewis will be forwarded to council members for review.

AOP 12.04 Final Examination Policy

After discussion, the policy was tabled to be reviewed further at the next scheduled meeting. Suggested revisions as presented by David Lewis will be forwarded to council members for review.

5. New Business

- There will be a celebration held on Thursday, June 27 beginning at 7:00 p.m. at the Dudy Noble Field to honor the MSU Diamond Dogs baseball team members and coaches for a successful season and advancement into the finals of the College World Series.
- The next meeting of the Associate Deans Council will be July 10, and the July 24 meeting will be canceled.

The meeting was adjourned at 2:10 p.m.