

Associate Deans Council
August 14, 2013
Meeting Minutes

Present: Peter Ryan (Chair), Wes Ammon, Thomas Bourgeois, Rita Burrell, Tim Chamblee, Mark Crenshaw, John Dickerson, Walter Diehl, Nancy Fultz, Terry Jayroe, Dinetta Karriem, David Lewis, Scott Maynard, Linda Morse, Ian Munn, Gail Peyton, Kevin Rogers, Joe Sullivan, Steve Taylor.

Guest: April Heiselt

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

1. Consideration of the minutes.

Kevin Rogers made the motion and Walter Diehl seconded to approve the minutes of July 10, 2013. The motion was approved unanimously.

2. CASLE – Service Learning Advisory Board

- April Heiselt, Director of the Center for the Advancement of Service-Learning Excellence (CASLE), distributed brochures and gave a brief overview of what CASLE can provide to faculty, students and the community. She also discussed the service learning courses which will be designated with (S) on the master schedule in Banner and on student transcripts.
- She asked the Associate Deans for assistance in providing nominations of their faculty to serve as members on the Service Learning Advisory Board who will review service learning course curriculum. The advisory board members will be comprised of representation from each college, the Center for Teaching and Learning, CVM, and student representation.

3. Announcements.

- Peter Ryan reported on the beginning of classes and statistics from the Office of Institutional Research & Effectiveness regarding freshman enrollment, returning students, and graduate student enrollment.
- The MSU Student Association will present the, “The Drill,” a welcome back rally for students to be held August 19 beginning at 5:45 p.m. Shelby Sims, MSU Student Association Vice President has requested information (or “golden nuggets”) from each college for the program.
- Thomas Bourgeois reported on current road closing and future campus road closings during the semester. He noted that there will be additional assistance with directing traffic during the beginning of classes.
- Peter Ryan announced a reminder to send Karen Coats nominations for 2 or 3 names of outstanding graduate student mentors from the colleges (by August 23). Some of the mentors will be asked to serve as a small group discussion leader for the workshops on “Fundamentals of Quality Graduate Student Mentorship” which is a two part workshop series to be done in partnership with the Center for Teaching and Learning and the Office of Research and Economic Development on October 2 and 17, 2013.
- Peter Ryan discussed the College Ready summer program academic performance report provided by Angi Bourgeois. There was a total of 127 students enrolled in the College Ready programs (Early Start and Math Plus programs) and an average GPA of 3.3. The average GPA for all Early Start students was 3.6 and the GPA for all Math Plus students was 2.7.
- Peter Ryan reported on the new standing committee, Committee on Undergraduate Research and Creative Discovery, which was developed and proposed by the Provost to coordinate opportunities for undergraduate students to engage with faculty members in activities associated with knowledge discovery.
- Peter Ryan and John Dickerson have visited a few schools in the Jackson area to engage academic high schools in the dual enrollment program.

- Peter Ryan briefly discussed an issue with courses not rolled over in summer session I until the end of summer session II. This occasionally causes an issue when a student will register to repeat/retake a course after spring registration. In some cases, a student may be deficient in hours at the time for graduation since repeated course may inadvertently be counted twice. He welcomed any suggested resolutions to these problems.
- John Dickerson announced that the final orientation will be held on Friday, August 16. There are currently 152 students registered to attend the session.
- John Dickerson announced a demonstration for the online withdrawal process which will be held today at 3:30 p.m. in McCool Hall.
- There was a total of 70 new faculty members who participated in the New Faculty Orientation held on Tuesday, August 13 at the Hunter Henry Center. There were 34 new faculty members who participated in the New Faculty Teaching Academy workshop held the following day on August 14. Linda Morse noted that more Blackboard training sessions had been scheduled.

4. Chair's Report – none

5. AOPs

Proposed AOP x.x Distance Education

Steve Taylor presented the proposed policy for Distance Education to formalize the program on campus. He noted that the two main goals for the program are (1) quality, and (2) to ensure that distance courses and programs belong to the colleges. After a brief discussion, and a request from Walter Diehl, the policy was tabled until the next scheduled meeting in order for faculty who teach distance courses to review the policy.

6. New Business

Peter Ryan expressed appreciation to David Lewis for his years of service to the Associate Deans Council and wished him the best on his full time position as Director of Building Construction Science program.

The meeting was adjourned at 2:25 p.m.