

Associate Deans Council
December 10, 2014
Meeting Minutes

Present: Peter Ryan (Chair), Ray Berryhill, Tim Chamblee, John Dickerson, Randy Follett, Nancy Fultz, Becky Gardner, Greg Hall, Ron McLaughlin, Pat Matthes, Scott Maynard, Ian Munn, Gail Peyton, Julia Porter, Mike Rackley, Masoud Rais-Rohani, Kevin Rogers, Steve Taylor, Rick Travis, James Warnock, Scott Willard.

Peter Ryan called the meeting to order at 1:30 p.m. in 4004 Lee Hall.

1. Consideration of the minutes.

Kevin Rogers made the motion and Scott Willard seconded to approve the minutes of November 12, 2014. The motion was approved unanimously with minor corrections.

2. Announcements.

- Peter Ryan asked to discuss any feedback from departments regarding the proposal from the Student Association for the development of an online syllabus bank. The plan was presented by SA Attorney General, JoJo Dodd, at the November meeting. During discussion it was noted that a majority of departments are not in favor of a student hosted website, but instead would prefer for the site to be hosted by ITS. There were some concerns with draft syllabi posted which might be subject to change from one semester to the next and whether the majority of faculty would participate or not. The Student Association is scheduled to meet in January with Faculty Senate Executive Council for further discussion of the proposal.
- Peter Ryan announced that Commencement will be held on Saturday, December 13, 2014 at 10:00 a.m. in the Humphrey Coliseum and encouraged faculty to participate.
- John Dickerson reported that 1079 students (which includes 66 Ph.D. students) are registered to walk in the commencement exercises. He noted that the fall 2015 commencement will be held on Friday evening, December 11, 2015.
- Tim Chamblee reported on the SACSCOC annual meeting and the announcement of the reaffirmation of the university's accreditation for the next 10 years with no recommendations for improvement. The official letter will be received in January, 2015. Peter Ryan expressed appreciation to Tim Chamblee, his office personnel and all involved during the review process.
- John Dickerson reported on the orientation plan for spring/summer 2015. The dates have been sent out with positive feedback. There was an issue of how to approach the July orientation session. The Registration Access Codes (RAC) will not be issued between June 29 and July 9. The date of July 10th will be listed on the website as a full one day orientation session. After this date registration will be open as in past years.
- John Dickerson reminded all that final grades will be due on Monday, December 15 at 12:00 noon. A list of outstanding grades will be sent out as a reminder. He asked that faculty please be reminded of the option for faculty to submit grades without releasing to the students until the grades are rolled during the end of term processing.
- Julia Porter announced the MSU Meridian campus Commencement to be held on Friday, December 13 at 11:00 a.m. Lt. Governor Tate Reeves will be the guest speaker.

3. Undergraduate Research Website.

- Scott Maynard gave a presentation of the new website for students to search for undergraduate research opportunities. This project began with a new committee formed to accommodate parent questions of where to find research opportunities for undergraduate students. The website was developed for each college to post and/or feature opportunities for students and can be linked to direct students to the college website. Each college or faculty will have control of how to advertise research opportunities to the students. All projects from the current year will roll into archives based on the date an instructor posts an item. Archived posts can be restored back and re-dated for continued posting on the website. Resources available can also be linked on the website.

- Assistance will be needed from colleges, departments, and faculty to get the word out to students about the website along with faculty participating in posting opportunities to the site. Input for the website will be linked to the Career Center for review and then posted on the website.
- The website will be ready to launch after the first of the spring semester and after the Provost's review and approval. The Provost will make the decision for the best location of the MSU webpage.

4. Chair's Report – none

5. AOPs - none

6. Other Business.

- Greg Hall announced a symposium to be held in January hosted by departments in the College of Architecture, Art and Design.
- James Warnock reported that IHL has approved the Petroleum Engineering program. He also noted the program offerings at the Gulf Coast Community College and the initiative with a university in Morocco which will involve a large number of students.
- Scott Willard announced that Carolyn Huntington, Director of Undergraduate and Graduate Academic Advising in the College of Agriculture and Life Sciences will be leaving MSU. She has accepted a position at Auburn University.
- Ron McLaughlin announced that the CVM labs and hospital will be open during the holiday break.
- Becky Gardner announced that Shackouls Honors College is in the process of sending out letters to students admitted to the Honors College.
- Gail Peyton reported on several events hosted by the Library.
- Mike Rackley reminded all to be cautious of the increasing level of phishers and hackers.
- Ray Berryhill noted that 29 athletes have applied to graduate.
- Steve Taylor reported a 15% increase in Distance Education graduate applications, but noted that there are still twice the number pending as this time last year. He encouraged departments to make decisions to move forward on these applications since statistics show that most candidates will enroll with the institution that responds first.
- Peter Ryan expressed his appreciation to the members for participation on the council and wished all an enjoyable holiday break and safe travels.

The meeting was adjourned at 1:25 p.m.