

Deans Council Minutes
December 15, 2014
2:00 PM
President's Conference Room, Lee Hall

Members Present: Jerry Gilbert (chair), Rebecca Long (for Lori Bruce), Tim Chamblee, Pat Matthes (for Frances Coleman), Cody Coyne, John Dickerson, Greg Dunaway, Haley Grantham, Kent Hoblet, Julia Hodges, George Hopper, Jason Keith, Brandon Jolly (for Joan Lucas), Sharon Oswald, Allison Pearson, Mike Rackley, Peter Ryan, Chris Snyder, Jim West.

Others Present: Teresa Gammill, Judy Spencer, Steve Taylor.

Minutes taken by: Martha Thomas.

1. Upon a motion by George Hopper and second by Greg Dunaway, the minutes of the November 4, 2014, meeting were approved unanimously with no edits.
2. Announcements:
 - a. Jerry Gilbert announced that letters informing faculty of their faculty salary compression adjustments have been sent. The adjustments will go into effect January 1, 2015.
 - b. Dr. Gilbert discussed the Student Association's initiative to encourage students to graduate in four years. Dr. Gilbert asked that the deans ask each of their departments to develop and place on their websites a semester-by-semester map of an example curriculum consisting of which classes to take in order to graduate within four years. Dr. Gilbert shared a few examples of example curricula.
 - c. Dr. Gilbert discussed concerns with percent stipends of administrators including issues related to compression, rounding, and tracking stipend amounts. Dr. Gilbert proposed that MSU move to a fixed stipend on all administrators beginning July 1, 2015, based on the amount that each administrator has currently. Dr. Gilbert explained that such a move would benefit administrators when they leave their administrative positions. An addendum to the original offer letter would need to be prepared.
 - i. Jim West stated that he liked the idea and asked whether this year's stipend had to be used. Dr. Gilbert answered that he was fine with using the figure representing the stipend amount when the administrator began in that position if the deans want to go back to that amount and if there is documentation to support it. Dr. Gilbert stated that there should be some rationale as to what amount to fix the stipend at, and that this rationale should be fair to the person and consistent with the history of that person's salary.
 - ii. Dr. Gilbert stated that it's not necessary that all administrators convert to fixed stipends effective July 1, 2015; however, he would like for most if not all to be converted at that time.
 - iii. Judy Spencer stated that this transition would help Human Resources Management. Currently, her staff has to manually calculate stipend amounts based on percentages.
 - iv. Dr. Gilbert stated that he could not see any disadvantages for doing so but that there were plenty of advantages for the

administrator in the position. Dr. Gilbert stated that the university would move forward with this endeavor and that his office would send out information closer to budget time.

- d. Dr. Gilbert stated that there is growing support for faculty to report absences more frequently and to report midterm grades. Dr. Gilbert stated that absences can be uploaded into BANNER as often as the faculty wants to do so. Dr. Gilbert discussed the importance of absence reporting. Dr. Gilbert asked the deans to ask their departments to report absences more frequently and to report midterm grades. Dr. Gilbert stated that it is not a requirement to report absences or midterm grades; however, perhaps there could be discussion regarding making it a requirement.
 - e. Dr. Gilbert stated that there may be upcoming modifications to the admissions requirements for international students. Dr. Gilbert stated that MSU's requirements are currently higher than its peers and that standardized college entrance exams aren't available in some countries. IHL has authorized MSU to reduce admissions requirements for international students. Dr. Gilbert stated that modifications to the AOP governing this topic are being drafted and will be presented to an upcoming Deans Council meeting. Dr. Gilbert stated that he believes these modifications may yield an increase in international student applicants.
3. AOP 11.02 – Special Non-Degree Student Classification (Non-Traditional) for Undergraduate Students:
- a. Peter Ryan explained that modifications to AOP 12.29 (Undergraduate Entrance Requirements) in the spring of 2014 included language that currently exists in AOP 11.02; thus, the Associate Deans Council recommends rescinding AOP 11.02.
 - b. **Dr. Ryan moved that the Deans Council approve the rescission of AOP 11.02; Dr. Dunaway seconded the motion which was approved unanimously.**
 - c. Dr. Ryan pointed out that the admissions requirements for international students may be found in AOP 12.29. New requirements are being proposed which will necessitate that the policy be brought forward in the new year to include and approve these changes.
4. Other Items:
- a. Dr. Gilbert announced that the International Institute would be hiring three student workers to communicate with students in their native countries.
 - b. Dr. Gilbert discussed student application growth and stated that he believes this may lead to an additional 200-300 students in the fall, yielding a significant revenue boost to the university.
 - c. Dr. Gilbert discussed Rodney Pearson's efforts on student retention including a spring course aimed to assist first-time freshmen who did not do very well academically in the fall semester.
 - d. Mike Rackley discussed recent hacking and phishing scams including a recent e-mail involving interlibrary loan.
 - e. Chris Snyder discussed the efforts of several Shackouls Honors College admissions and scholarships committees.

- f. Jason Keith announced that the petroleum engineering program was approved by IHL and that the Bagley College of Engineering was working on a dual degree program with a university in Morocco.
- g. Dr. Hopper announced a 25% increase in grants/research in both the College of Agriculture & Life Sciences and College of Forest Resources. He discussed efforts to prepare for the Academic Insight events.
- h. Dr. Dunaway announced that Nancy Reichert is stepping down as head of the Department of Biological Sciences and Gary Ervin would serve as interim head. Joe Seger is retiring from the university and Michael Galaty will serve as interim director of the Cobb Institute. Dr. Dunaway discussed several searches ongoing in the college.
- i. Dean West discussed a funded symposium hosted by the Building Construction Science and Interior Design programs. Dean West encouraged faculty from across the university to participate in the symposium to be held January 29-30.
- j. Dean West discussed the storm shelter/restroom facilities designed and built on the MSU Golf Course by students in the College of Architecture, Art and Design. The facilities are off-the-grid and self-sustaining. Dean West stated that students in Landscape Architecture would design the landscaping around the facilities.
- k. Kent Hoblet discussed the College of Veterinary Medicine's recent accreditation visit.
- l. Richard Blackburn announced that the Ph.D. program in kinesiology had been approved and that the College of Education was experiencing a growth in enrollment. Dr. Blackburn discussed efforts to work with MSU-Meridian to help with their enrollments.
- m. Dr. Gilbert stated that Noel-Levitz has been very complimentary of all recruiters in the colleges.
- n. Sharon Oswald announced that the minor in entrepreneurship had been approved and students can begin enrolling in the minor in the fall of 2015.
- o. Dr. Oswald announced that the MSU Golf Course will be managed by the Professional Golf Management program in the College of Business effective January 1.
- p. Dr. Oswald discussed the upcoming year-long celebration of several anniversaries in the College of Business.
- q. Dr. Oswald discussed efforts to develop dual master's degree programs incorporating the MBA.
- r. Julia Hodges commented on the commencement ceremony at MSU-Meridian.
- s. Allison Pearson discussed budget, enrollment, and audit challenges at MSU-Meridian and stated that efforts are underway to better integrate MSU-Meridian with the main campus. Dr. Pearson stated that the three academic deans have taken over as official academic deans of those divisions. Dr. Pearson discussed recruiting changes including the advertising of the choice of attending multiple campuses of MSU.
- t. Tim Chamblee announced that MSU received SACSCOC reaffirmation for the next ten years. Dr. Chamblee stated that he is working with several colleges on documentation to submit for dual degree programs.

- u. Dr. Gilbert discussed space repurposing in Montgomery Hall to allow for a recruitment space for Admissions & Scholarships.
 - v. Dr. Ryan discussed efforts to formalize an agreement with Hinds Community College in the area of precision agriculture. He stated that he anticipates the document to be drafted by the end of January.
5. There being no further discussion, the meeting was adjourned at 2:58 PM.