

Associate Deans Council
September 9, 2015
Meeting Minutes

Present: Peter Ryan (Chair), Noel Addy, Tim Chamblee, Tracy Craven, John Dickerson, Nancy Fultz, Becky Gardner, Teresa Jayroe, Rebecca Long, Ron McLaughlin, Pat Matthes, Scott Maynard, Linda Morse, Ian Munn, Sunny Patel, Gail Peyton, Mike Rackley, Kevin Rogers, Emily Shaw, Rick Travis, Scott Willard.

Guest: Regina Hyatt, Melissa Moore.

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 Rebecca Long seconded to approve the minutes of August 26, 2015. The motion was approved unanimously.

2. Summer School Task Force (SSTF).

Melissa Moore was appointed by the Provost to chair this committee with the charge to increase summer school enrollment on the Starkville main campus. She was present to discuss the charge of the committee and get feedback from the associate deans regarding the course selection process within their colleges.

- The committee members work under four subcommittees –
 - MKT: Marketing
 - SL&C: Student Life and Community
 - E&CO: Enrollment and Course Offering
 - F&L: Finance and Logistics
- Unofficial enrollment and undergraduate course offering data was provided for review. The committee welcomes new ideas and/or feedback for increasing summer enrollment.

3. Update on campus security training.

Regina Hyatt was present to discuss the security concerns due to the active shooting incident on campus and to give an update on the ongoing efforts to address the issues.

- The working teams are focusing on three areas:
 - Training. There are upcoming training sessions on active shooter response with hopes of offering more broad training sessions.
 - Access control. Classrooms in each building will display flip chart publications that describe emergency procedures. The teams are working on other training (online, etc.) and researching the best locking or barricading mechanisms.
 - Communication. The electronic Maroon Alert system has some challenges. ITS is reviewing the potential of the current system and/or other products.
- There were some challenges with communication among the different law enforcement agencies that are being addressed.
- There are ongoing discussions regarding building managers' responsibilities, training, and customization of each building to include alternate plans for people who may not be mobile.
- Communications should be kept open during this learning process. The teams are open to suggestions or feedback.
- It is very important to help students in distress and to direct them toward needed resources. A new brochure is now available with resources for students. Additional

QPR (suicide prevention) training will be offered for faculty and staff as well as an online course.

- Faculty and staff should be encouraged to attend the training sessions and other resources.

4. Chair's Report.

John Dickerson reported on the AOP 12.02 Withdrawal from the University. A pilot was conducted in several areas using the online format during the spring semester. Data will be presented to examine the differences between the paper versus the online process. The initial review showed there was not a lot of difference.

5. AOPs.

AOP 32.01 Mississippi State University Library

Dean Frances Coleman requested consideration to rescind the policy since the contents were more informational and not a policy. Ian Munn made the motion and Ron McLaughlin seconded to recommend the rescission of the policy. The motion was approved unanimously. The policy will be forward to the Deans Council for further consideration.

6. Announcements.

- Tim Chamblee stated that enrollment will be made public by IHL tomorrow, Sept. 10 and then the official press release of MSU's record enrollment.
- Terry Jayroe announced that the College of Education and the Department of Music will be sponsoring the Mac McAnally concert on September 10 at 7:30 p.m. in Lee Hall's Betterworth Auditorium.
- The upcoming Student Association events include the Cowbell Yell on September 10 and Bulldog Bash on September 11.
- Noel Addy stated that Faculty Senate will meet on Friday, September 11.
- Rick Travis announced the College of Arts and Sciences tailgating event on Saturday.
- Mike Rackley reported on the numbers for portal account access, progress grades, and attendance tracking- beginning on the fourth week of the semester.
 - 6035 persons have been granted portal account access.
 - Two (2) instructors/sections have reported a progress grade - a total of 153 students.
 - 956 sections have attendance tracking information with 314 instructors who are tracking attendance.
- Kevin Rogers announced the College of Business tailgate event on Saturday.
- Linda Morse announced the Brown Bag series to be held on September 16 and the Scholarship of Teaching event at the end of the month.
- The New Faculty Orientation make-up session will be held on September 11, 2015 from 1:00 – 4:00 p.m. in the Templeton Conference Room, Library.
- John Dickerson reported that this has been a busy recruiting season. He thanked colleges for assistance with the program and asked for feedback to refine the program.
- Scholars Recognition Day will be held on September 28, 2015.
- Scott Maynard reported on upcoming Career Fair on September 22, 2015.

The meeting was adjourned at 2:45 p.m.