

Associate Deans Council
May 25, 2016
Meeting Minutes

Present: Peter Ryan (Chair), Nancy Fultz, Becky Gardner, Greg Hall, Stacy Haynes, Lisa Holloway, Mitzy Johnson, Rebecca Long, Scott Maynard, Linda Morse, Ian Munn, Mike Rackley, Nicole Rader, Lynn Reinschmiedt, Kevin Rogers, James Warnock.

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

1. Consideration of the minutes.

Kevin Rogers made the motion seconded by Rebecca Long to approve the minutes of May 11, 2016. The motion was carried unanimously and minutes approved.

2. Announcements.

- Peter Ryan reported on the upcoming candidate interviews for the position of Assistant Vice President for Multicultural Affairs and Chief Diversity Officer. He noted the importance of this position at MSU and encouraged attendance to the scheduled sessions and the candidates' presentations. A website has been set up to livestream the presentation sessions for each candidate.
- Peter Ryan announced the upcoming Academic Administrators Training and stated the importance and requirement for new academic administrators to participate in the training. Any questions should be referred to Dr. Julia Hodges.
- The 2016 New Faculty Orientation will be held on Tuesday, August 9, 2016 at The Mill Conference Center. There will be a shorter version make-up session held in September. The New Faculty Teaching Academy will be held on August 10, 2016.
- The Freshman Convocation name has been changed to Fall Convocation 2016 at the request of the Student Association in order to welcome all first time students – freshmen and transfer students. There is an anticipated enrollment total of 3600 freshmen and 1800 transfer students for fall 2016. The convocation will be held on Tuesday, August 16, 2016 at the coliseum beginning at 5:30 pm. The keynote speaker will be Ashely Rhodes-Courter, author of the 2016 Maroon Edition book selection.
- Lisa Holloway announced that 60 students are currently signed up for the June 1 orientation session. She stated that pre-registration is now open for advisors to enter schedules. Pre-registration will be open for advisors beginning June 6 for the June 14 and June 17 freshman orientation and the June 15 transfer orientation sessions. An email will be sent out with information to advisors.

3. Demonstration of myState portal & myState mobile app.

- Mike Rackley demonstrated the differences in the myState web portal Luminis version 4 to the newer version 5. The tabs and icons will be replaced with an icon (known as the hamburger icon) with side bar menus. The old version with different sections of the menu will be replaced with drop down selections. There are shortcut features such as favorites for often visited sections and the search feature.
- The planned date to update the myState web portal is Sunday, June 6, 2016 at approximately 6:00 pm.

- Advisors are strongly encouraged to be familiar with the new version before the orientation sessions begin. An email was sent out announcing the upgrade which included the link to a short video for a preview of the upgrade changes.
- Mike Rackley also demonstrated features of the mobile app in process to hopefully launch over the summer. The mobile app would include direct links into the Banner system.

4. Chair's Report. None

5. College/Unit Reports.

- James Warnock stated that some faculty had expressed concerns regarding the Sunday afternoon offering of Chemistry labs. Peter Ryan noted that space for labs were the main drive for the weekend offerings. Nicole Rader noted that she would talk with the dean about the concerns and also noted that labs do not meet during a holiday week.
- Peter Ryan introduced Stacy Haynes who will represent Faculty Senate during the summer term.
- Greg Hall briefly discussed the use of the Outlook online scheduling. The topic will be discussed in more detail at a later meeting.

The meeting was adjourned at 2:35 p.m.