

Associate Deans Council
August 9, 2017
Meeting Minutes

Present: Peter Ryan, Tim Chamblee, Angie Chrestman, Brian Davis, Nancy Fultz, Becky Gardner, Jeffrey Haupt, Christine Jackson, Terry Jayroe, Ben Mackin, Pat Matthes, Lynda Moore, Tabor Mullen, Ian Munn, Steve Parrott, Allison Pearson, Nicole Rader, Kevin Rogers, Susan Seal, Scott Willard.

Guest: Blake Schneider.

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

1. Consideration of the minutes.

Upon a motion made by Kevin Rogers and seconded by Becky Gardner, the minutes of July 26, 2017 were approved as presented.

2. Announcements.

- Peter Ryan announced the 2017 Fall Convocation will be held on Thursday, August 17, 2017 beginning promptly at 5:30pm. in the Humphrey Coliseum. All faculty are encouraged to participate –regalia is optional.
- Peter Ryan asked that faculty be encouraged to utilize the classroom scanner system for attendance records. This data is important for faculty to have and especially for recording freshman attendance.
- The New Faculty Orientation was held on Tuesday, August 8, 2017 at the Mill Conference Center. Peter Ryan expressed appreciation for faculty attendance. The President's Welcome Reception will be held on Thursday, August 10 at the Mill Conference Center.

3. Collegiate Recovery Community.

- Blake Schneider, Coordinator, gave a brief overview of the Collegiate Recovery Community – a support program on campus for students who are in recovery from drugs and alcohol and want to remain in or return to school. The program provides a college experience for these students in recovery, a safe place on campus, academic scholarships, a culture of accountability, and sessions for students to talk about their experiences – they also help each other. This program is voluntary with an introductory program to bring the students through the recovery process. Please contact Blake if you know of any students who might benefit from this program.

4. Departmental Lab Printing Fee.

- Steve Parrott, Interim Chief Information Officer, reported on changes to printing fees in order to get consistency on the Starkville and Meridian campus for lab printing fees. Effective August 14, 2017 the charges per page printing in labs will be – \$.10 for black & white, and \$.40 for color printing per page. There will be a few exceptions in the College of Architecture, Art and Design's plotter labs.
- In addition, ITS will be working with departments during the process of moving to the new Pharos printing fee system. Departments will continue to receive the revenue from the fees.

5. Mobile Advising Unit.

- Lynda Moore, Director, University Academic Advising Center, announced the Mobile Advising Unit scheduled to be in the Student Union food court on September 25 – 28, 2017 from 9:30am. - 2:30pm. – to help students interact early in the advising process. All academic units are

encouraged to participate (for at least an hour at a time) and it will be helpful to have student advisors assigned in Banner.

6. AOP – None

7. Other Announcements.

- Tim Chamblee discussed the proposal to go electronic in conducting student evaluations of teaching. There was a previous pilot testing through the Class Climate software, but an issue with electronic was that email (being the only way to deploy to students) was not the best form of communication. A (major) upgrade to the Class Climate software would feature the ability to deploy the evaluations through Blackboard to any active sections– with other abilities to allow the student to complete the survey by computer, tablet or smart phone and allow faculty members to see the response rate and send reminders, if needed. Dr. Chamblee asked that departments please let him or Dr. Ryan know as soon as possible if interested in the electronic process in order to move forward with the software upgrade and have the process in place for the fall semester. There was further discussion of future benefits and discussion regarding electronic versus paper responses. The pilot (one section with electronic evaluations and one section with paper evaluations) results showed no significant differences between electronic responses versus paper responses.
- Peter Ryan stated that the policy, AOP 13.15 Evaluation of Teaching Performance has been under review with issues for a few years and will begin a new review process starting with the review by the Teaching Evaluation Committee.
- Pat Matthes announced the ribbon cutting ceremony for the Old Main Academic Center on Monday, August 14 at 2:00pm. – there will be tours of the building all day on Tuesday, August 15. Allison Pearson expressed thanks to the Library and ITS for all the hard work over the last week to have the building/classrooms ready for the fall semester.
- Nicole Rader stated that the College of Arts and Sciences has reviewed every possible and/or available seats in classes needed for the last orientation session.
- Susan Seal reported on the Center for Distance Education’s Lunch-n-Learn sessions throughout the semester. She also mentioned a flyer created to provide information on services for faculty across campus.
- Tabor Mullen reported that 1600 students have already checked into residence halls. An estimated 2500 students in residence halls are expected after the move-in day on Saturday, August 12. He also extended an invitation to the annual Blues Breakfast at 8:00 a.m. at Fresh Food Company.
- Becky Gardner announced the Honors College will be hosting a dessert reception for parents and new honor students Saturday night, August 12.
- Angie Chrestman reported on the upcoming part-time job fair on August 18 from 10am – 2pm.
- Steve Parrott reported on assigned advisors in Banners – currently 14,543 students have assigned advisors - 6357 have no advisors assigned.
- Steve Parrott reported that the current contract with Blackboard Learning Management System will expire on June 2018. A survey sent out last spring by ITAC Chair, Rodney Pearson prompted a review of the Canvas LMS versus Blackboard. After a technical meeting with MSU and Canvas staff, the decision was made to schedule demonstration sessions for faculty feedback. Three (one-hour) demo sessions will be scheduled for faculty – first session on Friday, August 25. Rodney Pearson, ITAC Chair, will send out more information on the demonstration sessions.

The meeting was adjourned at 2:47 pm.