

Associate Deans Council
October 18, 2017
Meeting Minutes

Present: Peter Ryan, Tracey Baham, Drew Baker, Sawyer Bowering, Tim Chamblee, Tracy Craven, Brian Davis, John Dickerson, Laura Dunn, Nancy Fultz, Becky Gardner, Robert Green, Jeffrey Haupt, Brien Henry, Terry Jayroe, Ron McLaughlin, Lynda Moore, Ian Munn, Steve Parrott, Allison Pearson, Charles Provine, Nicole Rader, Kevin Rogers, Emily Shaw, Charlie Wilder, Bob Wolverton, Jr.
Guests: George Bennett, Bobby Hamous, Blake Greenhaw, Corbyn Townsend, Stephen Wallace, Kay Wood.

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

1. Consideration of the minutes.

Upon a motion made by Kevin Rogers and seconded by Ian Munn, the minutes of September 27, 2017 were approved as presented.

2. Announcements.

- Peter Ryan reported on a new feature requested of ITS which has been placed in Banner - under Class Schedules for students – to preserve information such as progress grades, class absences, drop or withdrawal dates. This information will be helpful in review for reimbursement, financial aid, grade appeal, etc.
- Peter Ryan discussed a notice he sent out from Brian Locke, Interim Director, G.V. “Sonny” Montgomery Center for America’s Veterans, with a call from the US Army for proposals to collaborate with Army University to offer bachelors’ degree programs. The due date for the proposals is November 6, 2017.
- The Barnes and Noble MSU campus bookstore will host Faculty Open House today, Oct. 18 from 3:30 – 6:00 p.m.
- Veteran’s Week will be held during the week of November 7 – 11, 2017 with several scheduled events throughout the week. An email was previously sent out with information on the week’s activities – all were encouraged to support our veterans as they celebrate the week.
- There are currently 349 syllabi posted in Banner from 170 different faculty. There was a request that faculty also be able to view the pop-up “warning” that this is a sample syllabus.

3. Anti-Bullying Policy Statement

- Peter Ryan asked that the council review the provided Anti-Bullying Policy Statement document. Dr. Bonner has asked for feedback, and Dr. Ryan asked all to please keep in mind the first amendment when reviewing the document - please return comments to either he or Dr. Bonner.

4. Copyright Materials & First Day Solutions

- George Bennett, General Manager, Barnes and Noble was present to share information and services about Copyright compliance and First Day Solution. Representatives also attending were: Bobby Hamous, Regional Manager, BN College; Corbyn Townsend, Cengage Learning; Blake Greenhaw, Cengage Learning; Stephen Wallace, McGraw Hill Education; and Kay Wood, Xanedu.
- A handout was distributed and an electronic copy of the presentation was provided to the council.
- Kay Wood spoke first on the Copyright compliance and the services offered by XanEdu.

XanEdu clears items to ensure full compliance with copyright law. They can provide printed materials and/or can collaborate with local businesses to make packets available.

- The three representatives from Cengage and McGraw Hill spoke on the benefits of First Day, BN's tuition based model - partnered with the publishers to provide digital course material for students on the first day of class through the campus LMS at a discounted cost. The billing process takes place after the drop/add period. Traditional printed materials can also be offered for purchase or rent along with the digital options.
- Examples were provided to show how much of the cost a student could save through this program – and students would have access to all the course materials on the first day. There would be an opt out feature.

5. AOPs

- AOP 13.05 Faculty Grievance Procedures
 - A motion was made by Kevin Rogers and seconded by RonMcLaughlin to accept the policy as presented (no recommended revisions) – the motion was approved unanimously– the policy will move forward to the Deans Council for further consideration.
- AOP 12.10 Recognition of Undergraduate Academic Achievement
 - A motion was made by Ian Munn and seconded by Brien Henry to accept the policy as presented (no recommended revisions) - the motion was approved unanimously- the policy will move forward to the Deans Council for further consideration.
- AOP 12.38 Undergraduate Academic Advisement
 - There was discussion of a recommendation made by Rodney Pearson to add language to item # 6 that a student's advisor assignment notification will be recorded in Banner. After the amendment to the policy was approved, Charles Provine requested that the policy be tabled at the request of the Student Association to review and give recommendations for training of academic advisors. After a suggested revisions to item # 7, the motion to accept the amendments was approved followed by another motion to table the policy. The motion was approved to table the policy for Student Association recommendations.

6. Other Announcements.

- Nicole Rader announced the 2017 Black Studies Conference on November 5 – 6, 2017 in the Foster Ballroom, Student Union. Dr. Earl Lewis will be the keynote speaker.
- Robert Green mentioned that the Library does copyright clearance – another option for copyright compliance.
- Peter Ryan reported on a campus visit from Lawrence Charap, Director, Academic Relations, AP Higher Education, on November 9 at 3:00 p.m. to discuss the Advanced Placement program.
- Steve Parrott reported on the warning (nag) screen to enroll in DUO for Two-Factor Authentication.
- Lynda Moore reported on the C2C program at MSU.

The meeting was adjourned at 3:00 p.m.