

Associate Deans Council
December 13, 2017
Meeting Minutes

Present: Peter Ryan (Chair), Noel Addy, Amy Adkerson, Tim Chamblee, John Dickerson, Becky Gardner, Terry Jayroe, Julie Jordan, Ron McLaughlin, Jim Dunne, Robert Green, Jeffrey Haupt, Christine Jackson, Lynda Moore, Tabor Mullen, Steve Parrott, Charles Provine, Nicole Rader, Kari Reeves, Kevin Rogers, Susan Seal, Scott Willard, Charles Provine, Lanna Miller, Edie Irvin, Amanda Baine, Bob Wolverson, Jr.
Guest: Tommy Parker

Peter Ryan called the meeting to order at 1:30 p.m. in Dunn Conference Room, McCain Hall.

1. Consideration of the minutes.

Upon a motion made by Kevin Rogers and seconded by Becky Gardner, the minutes of November 8, 2017 were approved as presented.

2. Announcements.

- Dr. Ryan congratulated Dr. Robert Green on the completion of his doctorate degree.
- Dr. Ryan invited everyone to attend a retirement reception for Ann Ray, beginning today at 3:00 in the Provost Office.
- The IHL Board Office requested that a survey of students on the use of textbooks be undertaken prior to the end of the semester and the results submitted to the Board Office no later than December 6. A survey was conducted after Thanksgiving and the student responses were submitted on Dec. 6. Over 2,083 students attempted responses to the survey.
- Book Adoptions – The spring 2018 book adoption list was forward to Associated Deans in each college to register whether or not a book is required for those courses where none has been made. Prior to each new semester, the book adoption list is wiped clean and the data from the previous semester is not carry forward, but is retained in the archive option of Faculty Enlight. A recommendation was made by Dr. Willard to implement a procedure where information from previous offerings of courses in a semester may be carried forward, such as no book required, to the next semester of the course offering. To address textbook adoption concerns, Mr. George Bennett, General Manager, Barnes & Noble, has been invited to attend the ADC in early spring to discuss possible changes to the process.
- The Bookstore is implementing a new process where a student’s textbook requirements can be “bundled” prior to the start of the semester. A student coming in the Spring/Fall Semester can have all their materials available and ready, the first day of class using this process.
- A conversation on the Open Source Journal access may take place early in the New Year with Library staff (Claudia Holland). If you are interested in participating, please let Dr. Ryan know.
- Fall 2017 Commencement: This fall a new format was introduced with two ceremonies. The new format worked very well with both ceremonies concluding within an hour and forty minutes. Dr. Dickerson and his team have worked very hard to implement this new format to improve the time and decorum of commencement exercises. Dr. Ryan encouraged everyone to view the commencement online and listen to the guest speakers.
- Twenty-four C2C students received baccalaureate Degrees in General Studies through the C2C Program at the morning commencement exercise.

- The Registrar's Office implemented a new time for grade submission with a change from noon hour to 10:00 AM on December 12. The time change made a significant difference in the timeliness of grade submissions. At 11:00, there were only 850 grades outstanding and by noon, there were only 21 grade reports outstanding.
- Stats from the Registrar's Office following the rolling of grades for Fall 2017:
 - 153 students received dismissal notifications for the spring semester
 - 290 students received suspension notifications for the spring semester
- Dr. Ryan will forward a document to ADC members of a survey conducted to evaluate students study abroad preferences.

3. Repeat Policy – Tommy Parker

- Following a meeting with Dr. Ryan, Dr. Dickerson and Tommy Parker to review data on overrides for students to repeat a course, it was recommended that Tommy share the data at ADC. There were 3,800 repeat overrides granted to allow students register for fall 2017 classes. Students are receiving overrides and repeating classes they already took and made an "A" grade in, potentially taking a seat away from students who are making normal academic progress.
- The data will be shared with council members to be discussed with their departments.

4. Complete 2 Compete process- Lynda Moore

- Any student who wants to be considered for the C2C Program must register through the IHL website www.C2Cpathfinder.org/explore .
- Ms. Moore noted that the C2C Program and the General Studies Degree are two separate programs, one allows a student to return and complete degree requirements in their original major or complete the degree requirements through the C2C General Studies major.
- Students can apply for a one-time \$500 grant if they have not completed an associates or baccalaureate degree.
- MSU has received approximately 880 inquiries at this time. IHL requires contact with the student within 5 business/working days.
- At present, approximately 65 students have been assessed as ineligible for the C2C program.
- Dr. Jayroe stated she had met some of the C2C degree graduates on Friday, December 8. The graduates were extremely excited, and they were very complimentary of the program.
- Ms. Moore also introduced to ADC members a new Academic Advisors Web page hosted on the Provost's Office web site. This new web page has many useful resources available to advisors on campus.

5. AOPs

- AOP 12.38 Undergraduate Academic Advisement
There was a motion and a second to approve the policy that was previously tabled. There was no discussion.
It will now be presented to the Dean's Council for further consideration.

6. Other announcements

- Linda Moore requested that all departments send her a list of new faculty advisors
- Dr. Ryan made a gift presentation on behalf of the ADC to Ann Ray to commemorate her retirement.
- Christine Jackson stated that the MSU student athletes attained their highest collective semester GPA ever on record (overall GPA 3.15)
- Dr. Susan Seal handed out the CDE's annual report. Her department is working on more detailed information to share in the near future.
- Edie Irvin informed ADC that a MSU student in the Co-Op Program received the National Co-Op student of the year award.
- Edie Irvin noted that Mr. Charlie Wilder was elected as the new President elect of the Regional Conference Southern Association of Colleges & Employers
- Robert Green invited everyone to join Bagley College of Engineering's Open House, December 15, from 11:30 – 1:00 PM.
- Dr. Dickerson request that advisors pre-register students for spring 2018 orientation.

The meeting was adjourned at 2:42 p.m.