

Associate Deans Council
February 14, 2018
Meeting Minutes

Present: Peter Ryan (Chair), Tim Chamblee, Becky Gardner, Jeffrey Haupt, Lynda Moore, Tabor Mullen, Steve Parrott, Charles Provine, Nicole Rader, Kevin Rogers, Scott Willard, Nancy Fultz, Pat Matthes, Ian Munn, Drew Baker, Brien Henry, Tracey Baham, Angie Chrestman, John Dickerson, Terry Jayroe, Julie Jordan, Susan Seal, Alan Barefield, Robert Green
Guest: Claudia Holland & Paul McKinney

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

1. Consideration of the minutes.

Upon a motion made by Peter Ryan the minutes of January 24, 2018 were approved as presented.

2. Announcements

- Center for Community Engagement Fellows Program applications are due February 23rd.
- Dr. Bonner would like to bring to your attention the notice of a conference in Biloxi (February 28-March 2, 2018.) – “Creating Futures Through Technology Conference”. It includes workshops on NSF Grant Writing and also focuses on technology applicable to academia.
- Additional Course Fees – an email went out from Dr. Bonner placing a moratorium on addition course fees. This does not impact fees related to field trips.
- Academic Advisors Award Announcement – The Jeffcott Award recognizes a staff and a faculty advisor. Additionally, a new award has been instituted in memory of Mr. Wes Ammon, former Director, University Center for Academic Advising that will recognize excellence in academic advising of an individual who has been in the advising role for five or less years.
If you have any questions about this award please contact Nancy Fultz or Peter Ryan at 325-3742.

3. E-Reserve, Open Access Resources & Open Education Resources- Claudia Holland

- Please encourage your faculty to not post academic content as a PDF in Blackboard or on their personal website due to copyright protection. This places risk to the university and to the individual posting the information if copyright is violated.
- If an instructor needs material that the library does not own, consider placing the item in E-Reserve. Please call Claudia Holland for help with this (325-7667).
- The Library has a new E-Reserve System that will be in place by March 1st. This will make it easier for students to find information. Instructors will be given a link to the material they put in E-Reserve and the faculty can place the link in MyCourses. Only students registered for that course will have access to the material.
- **Open Access, Data & Publishing:** Over 26% of scholarly journals are now Open Access.
- Peer Review is an embedded factor of Open Access Journals.
- Some Open Access Journals do require a fee upon acceptance of their manuscript for publication. Paying for Article Processing Charges (APC) is cheaper than a journal subscription.
- **Predatory Journals:** These are high risk journals that do not have the scholarly standards that reputable journals do. There is a site called Retraction Watch that may be helpful to identify high risk journals.

- **Open Data:** Raw data is not copyrightable. Research data often belongs to the funding agency or the institution at one works.
- **ORCID:** ORCID is a non-profit organization that provides an author a persistent digital identifier that distinguishes them from every other researcher and, through integration in key research workflows such as manuscript and grant submission, support automated linkages between the author and their professional activities ensuring that their work is recognized. Individuals who register will receive a 16 character identifier (ORCID ID). It is free, affordable, and it is not tied to MSU. ORCID is about disambiguating your research from other's with the same or similar names. This solves problems with maiden names, changing email or institutions, etc.

4. Financial Aid – Paul McKinney

- The Department of Education has decided to end the Perkins Loan Program. The spring 2018 is the last semester students will be able to receive this loan. Historically, we have used the Perkins Student Loan to help students in the summer. The Financial Aid Department will distribute SEOG Grants (Dept. of Education Federal Grants) to a student equally over the fall, spring and summer - this will hopefully lessen the financial burden on students.
- Beginning this summer, the Department of Education will award Pell Grants to students. If a student attends MSU in the fall and the spring, takes six hours in the summer and is Pell eligible, they will receive aid in the summer. Forbes Loans and Scribner Loans are also available. Some students may not reach the maximum amount of eligible federal financial aid if they receive scholarships and/or grants. Students that go home for the summer have the option to take Distance.
- Mr. McKinney will assemble this information so it can be shared with the Associate Deans, departments and academic advisors.

5. AOP's

- AOP 11.06: Study Abroad and Other International Travel by Students – Julie Jordan

The Federal Government has created a grading system regarding international travel.

- Level 1: Exercise normal precautions
- Level 2: Exercise increased caution
- Level 3: Reconsider travel
- Level 4: Do not Travel

The MSU travel form has been modified to align with the new grading system. Per MSU OP 30.07, prior to travel, faculty and staff must route the International Travel Authorization Form (a-04) through the International Institute for review and sign an “Assumption of Risk and Release Form” if required under the MSU International Travel Security Guidelines.

Ian Munn made a motion to approve the policy and Kevin Rodgers 2nd the motion. Motion was approved. Policy 11.06 will now go to Deans Council for review.

6. Other announcements

- Lynda Moore – current count, 31 students eligible for graduation in May through the C2C Program
- Mobile Advising Unit will be set up at the Union Feb. 26-March 2.
- Graduate Student Association is having a graduate student competition for presentations Thursday, Feb. 15th at the Mill.
- Academic Insight will be held February 17, 2018 for CALS, CFR and COB.
- National Survey of Student Engagement (NSSE) - was recently launched. The survey closes on April 1st.
- Electronic teaching evaluations are being piloted in Blackboard with Distance Education and Engineering on the Gulf Coast. This feature will also allow faculty the opportunity to conduct a non-binding survey mid-way into the semester.
- Honors College completed interviews for Presidential and Provost Scholars and will be releasing this information soon.

Meeting adjourned 2:50 pm