

Associate Deans Council
August 22, 2018
Meeting Minutes

Present: Peter Ryan (Chair), Noel Addy, Tracey Baham, Tim Chamblee, Angie Chrestman, John Dickerson, Becky Gardner, Greg Hall, Terry Jayroe, Brien Henry, Christine Jackson, Pat Matthes, Lynda Moore, Tabor Mullen, Ian Munn, Steve Parrott, Nicole Rader, Kari Reeves, Kevin Rogers, Peter Ryan, Susan Seal, Scott Willard, Arman Borazjani, Shauncey Hill
Guest: Ed Dechert

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

1. Consideration of the minutes.

Upon a motion made by Peter Ryan the minutes of August 8, 2018 were approved as presented.

2. Announcements:

- The Fall Convocation is August 28th at 5:30 pm. Dr. Dickerson will be sending out instructions for the platform party soon. Please encourage your faculty to attend. Regalia may be worn by faculty members but it is not required.
- The Convocation Committee needs some student ambassadors to assist with the convocation.
- There is a make-up session for New Faculty Orientation on Sept. 7th. Any new faculty that were not able to attend the general assembly on August 14th will need to contact Tina Gilliland at 325-3742.
- The IHL is requesting a sequence code (10 digits) along with the CIP code when modification appendixes to existing programs.
- Over the summer the Library sent a software survey to the department heads to determine what type of software is being utilized in their home department and what software the library has or does not have that would be of interest to them. While the original survey is now closed, the library will continue accept software information needs. Please get this information submitted as soon as possible. Dr. Ryan will ask Stephen Cunetto to resend the survey.
- If your college is involved with controlled research data, please remind your faculty about the ITAR Controlled Data Seminar on Sept. 5th, from 1:00-2:30, in High Performance Computing, Research Park, Rm. 20.
- The Office of the Graduate School graduated 317 students this summer. There were 56 Doctoral students, 14 Education Specialists, 247 Master students.

- Dr. Ryan shared a spreadsheet with the Associate Deans, via email, of the students that might qualify for the lapsed student graduate amnesty program. It is challenging to compile this much information. The Office of the Graduate School is working to get a cleaner data set to assist with identifying eligible students.
- The Registrar's Office has created an attribute Lapsed Graduate Student Return (LGSR) as an identifier in Banner for graduate students returning under this program. The Office of the Graduate School is working on an admission form to make this a simpler process.
- Preparing Future Faculty – registration closes on Aug. 30th. Dr. Linda Morse will assist with the facilitation of this program.

3. NSSE Summary – Ed Dechert

- The Office of Research and Innovation (OIRE) is evaluating the MSU student responses to the NSE survey and to compare data from Freshmen with that collected from graduating Seniors. Dr. Ryan invited Mr. Dechert if he would come back and give a report on how MSU data compares with data from Peer and Peer-Plus Institutions.
- George Khoo, the creator of the NSSE and an expert in student engagement, will be on campus Sept. 12 at 10:00 in the Foster Ballroom. This event is open to all who are interested in attending. At 2:00, Mr. Khoo will host a session with the faculty.

4. Language Service for Campus Translation – Dr. Peter Corrigan

- MSU has no centralized translation or live interpretation services.
- CMLL receives many request for assistance but does not have a standardized process in place. Dr. Corrigan and CMLL will create a data base with a list of personnel on campus that can provide translation and interpretation services to meet campus needs. Most of these services would be pro-bono however, the more labor intensive cases would be left up to the volunteers to assess a fee for their time.
- CMLL will house the data base. Volunteers are needed.

5. Canvas Update – Steve Parrott

- Canvas preview sessions will begin tomorrow (August 23, 2018).
- There are 66 faculty members participating in the Canvas pilot program this fall.
- Canvas is a cloud based service.
- Hands on Canvas training begins on Sept. 12.

6. Honor Code – Tabor Mullen

- The Dean of Student's Office needs some recommendations of additional faculty members to serve on the Honor Code Council. At least 3-4 faculty members are needed to attend a hearing. Of particular need are Faculty members with Distance Education and coding knowledge. Faculty nominations for the Honor Code Council should come from the college dean's office.

7. New Business

Scott Willard: Department Heads are asking about the moratorium on lab fees. The cost for these labs is an issue for the departments.

Dr. Ryan indicated that he would take the concern to Dr. Bonner and see if there is any flexibility in considering the Provost's position on new or revised additional course fee petitions.

Adjourned: 3:15 PM