

**Associate Deans Council Meeting
March 10, 2010**

Present: Jerome A. Gilbert, chair, Georgia McCulloch (for Wes Ammon), Mark Binkley, David Breaux, David Bridges, Tim Chamblee, Diane Daniels, Walter Diehl, Julie Fulgham, Paul Grimes, Lisa Harris, Halston Hales, Mitzy Johnson, Rick Kaminski, Dinetta Karriem, David Lewis, Scott Maynard, Nancy McCarley, Sue Minchew, Linda Morse, Mike Rackley, Robert Green (for Donna Reese), Lynn Reinschmiedt, Peter Ryan, and Butch Stokes. **Others Present:** Louis Dawkins, Randy Follett, and Nathan Upchurch

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

1. Consideration of the minutes:

The minutes of the February 10, 2010 meeting were approved with the following corrections: the buildings in which fire drills will be conducted over spring break are:

- Allen Hall
- Carpenter Hall
- Etheredge Hall
- Hand Lab
- Hilbun Hall
- McCool Hall
- Montgomery Hall
- Walker Engineering Building

2. Chair's Report:

- Thanked David Bridges and Halston Hales for their service on Associate Deans Council. Introduced Randy Follett and Nathan Upchurch, their respective replacements.
- Discussed the formation of a Textbook Policy Committee that will be formed to address compliance with IHL's textbook policy. Associate Deans will be named to this committee, along with additional representatives. Discussed a student survey and that current textbook selection will not force faculty to be locked-in to this textbook for three years.
 - Important dates:
 - April 1: Textbook Coordinator in place.
 - June 1: Textbook policy written and underway.
 - Fall 2010: Begin compliance with textbook policy (start in Summer 2010 if possible, but not necessary).
- Distributed a copy of the updated Spring Break fire drill schedule.

3. On-Line Course Proposal Process:

David Breaux presented the College of Arts & Sciences newly created and implemented online course proposal process. They began using the system during the Spring semester of 2010 with three departments (Chemistry, Communications, and History) serving as test departments. The process

has eliminated all paper copies of course proposal forms (except for the one paper copy required by UCCC) and feedback from the College's Course and Curricula Committee has been very positive about the new system.

There was discussion regarding whether this system, or a similar system, could be adopted university-wide.

Dr. Breaux proposed the formation of a committee to evaluate the College of Arts & Sciences' online course proposal system and determine whether it could be implemented within other units. Dr. Gilbert asked that Dr. Breaux serve as the chair of this committee, and that Lynn Reinschmiedt, Tim Chamblee, Mike Rackley, and Angi Bourgeois (incoming UCCC Chair) serve upon this committee as well.

4. Other Business:

- Butch Stokes thanked everyone for their support on the fall 2010 schedule. Butch said that e-mails have gone out from Rhonda Fulgham regarding two committees – the Commencement Committee and the Registration and Scheduling Committee. Butch was asked by President Keenum to present options on how to have fewer, shorter commencement ceremonies. Butch will also start looking at the master schedule (i.e., how we fit classes together).
- Lisa Harris gave information about increased enrollment and applications this year and that this may impact the number of students at orientation. Dr. Harris will know more about this after April 1st and proposed that the Associate Deans Council has a meeting focused on this subject. There was discussion about how old prediction models no longer apply, complaints about charging for orientation, and a suggestion to move the Spring Preview date in future years to a date that is not within the pre-advising period for current students. Dr. Harris provided several important dates:
 - March 22: Community College Update Meeting
 - March 29: Spring Preview Date
 - April 12: Honors Orientation
 - April 19: PTK Orientation
- Mike Rackley gave information about a new ID card system at the Meridian campus that will be similar to the system at Starkville (have door access function, pictures in Banner, etc.). Mike indicated that there has been discussion about moving student e-mail to Google, but that they are not conserving moving faculty and staff e-mail at this time. There was discussion regarding consolidating e-mail service across the university.
- Linda Morse informed the group that on March 24th there would be a brown-bag session with a follow-up discussion on Mark Taylor. The next Maroon Edition book has been selected – “Three Cups of Tea.” They are working on securing a visit from the author and grants to fund initiatives related to the Maroon Edition. There was discussion regarding the success of “Three Cups of Tea” at other universities and about how to get students further involved in the Maroon Edition.