

Associate Deans Council Minutes
March 14, 2007

Present: Jerome A Gilbert, Chair; Wes Ammon, Mark Binkley, Louis Capella, Robert Cooper, Luther Epting, Clyde Herring, Becky Gardner for Nancy McCarley, Elaine Reed for Gary Myers, Bill Person, Lynn Reinschmiedt, June Schmidt, Butch Stokes, Donna Reese, Mike White, Rachel Singleton for Keith Belli.

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 14, 2006 meeting were approved as submitted.

2. Chairperson's Report:
 - The Faculty Awards ceremony for this year will take place on April 26, 2007 from 2:00-4:00 at the Grisham room in the library. The Provost's office will send out a memo to the departments asking for names of faculty that should be recognized. A request was made that more chairs are set up this year over last year.
 - The regional ambassadors will be helping with recruiting in their respective areas. International travel forms will be sent to the ambassadors if travel takes place in their regions so they can suggest an activity that ambassadors may want done. We hope to get more exchange agreements and increase graduate international enrollment.
 - The candidates for the Dean of Graduate Studies have been announced. There are four candidates. Dr. Doug Marshall, Dr. Lou D'Abramo, Dr. Jerald Ainsworth, and Dr. Bill Person. Each candidate will hold an open forum the first week in April. Locations and times will be announced.
 - New Faculty Orientation will be held this year on August 15th and 16th. This will leave Friday, August the 17th open for colleges to do what they need with their new faculty.
 - Boot Camp will be held May 8-10. Nominees should be submitted by March 30th. Some colleges will have more than one person.
 - The President is putting out a call for proposals for new conferences and symposiums. Requests for up to \$50,000 to fund the first year will be accepted. Dr. Gilbert suggested putting start-up costs in the proposals. The President has said he will support four different proposals starting in the summer of 2008. A discussion about facilities space scheduling ensued.

3. Discussion of Reporting Absences, David McMillan

David McMillan led a discussion concerning reporting absences for freshman. AOP 12.09 requires absences be reported, but this has not been enforced. The Pathfinders program tries to intervene within 48 hours of a second absence. They use the opportunity

as a wake up call. They call on dorm students. 85% of off campus students they contact by telephone. Freshman are asked if they are having academic difficulties. Pathfinders started in 1998 and their data shows a difference in the GPA of students that attend class regularly versus those that do not. The GPA of freshman that had no attendance problems is normally around 2.8 while the freshman that do have attendance problems usually average around a 1.8 GPA. The retention rate has gone up from 76% to 83% since Pathfinders began. The graduation rate has also gone up from around 50% before Pathfinders to 58%. We need to get faculty to take attendance of freshman.

4. AOP 11.05- Shortened Format Courses and Contact Hours
 - This AOP was tabled at the last Associate Deans council meeting so that Dr. Gilbert could work on editing it. The name of the AOP was changed to “Shortened Format Courses in Intersession Terms”. Faculty Senate had suggested that some significant changes be made to it. A motion was made to accept this AOP in its present form. Motion was accepted. This AOP is now ready for Deans Council.

5. AOP for Review: Proposed AOP on Annual Review of Faculty
 - There is a concern in the faculty that some department heads are conducting unfair reviews. There is currently no recourse. A discussion ensued concerning proposed changes Faculty Senate recommended with the conclusion to convene the department heads executive committee to help write an AOP to deal with this issue. Dr. Gilbert will set this up.

6. Prerequisites for Intermediate Classes: Butch Stokes
 - MSU has required an ACT subscore of 19 for certain Math and English courses. We learned last week that IHL policy requires a different score, a 16 or less for required courses while a score of 17, 18 or 19 is only listed as “strongly encouraged”. This change must be immediate.

The meeting was adjourned.