

**Associate Deans Council Minutes**  
**June 11, 2003**

Present: George Rent, Chair; Louis Capella, Luther Epting, Dan Hollingsworth, Dinetta Karriem, Ruby Licon, Sue Minchew, Gary Myers, Phillip Nelson, Debbie Pepper, Bill Person, Gary Pike, Ruth Prescott, Lynn Reinschmiedt, Butch Stokes, Robert Taylor, and Mike White.

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

1. Consideration of the Minutes

- The minutes from the April 23, 2003 Associate Deans Council meeting were approved with one editorial change.

2. Chairperson's Report:

- Summer School budgets for the 10-week and first 5-week session have been processed. The budgets for the second 5-week session will be processed soon. Enrollment for the first 5-week session was down; enrollment for the 10-week session was up. Orientation sessions have started.
- Dr. Rent announced and congratulated Butch Stokes on his appointment as Registrar effective July 1, 2003.

3. Commencement Ceremonies:

Butch Stokes stated that earlier in the spring a proposal had been made to hold two commencement ceremonies in May. The decision has been made to have one ceremony in May to begin at 10:00 a.m. rather than 1:00 p.m. The commencement committee will meet in the fall and will look at making changes in the ceremony, such as having faculty in a more visible location. It was recommended that faculty be included in the recessional. It was also recommended that the regalia truck be parked away from the entrance to the coliseum; this would clear some of the congestion. It was also suggested that a plea be made to the graduates and to those attending to make the ceremony a more solemn event.

4. AOPs for action:

- AOP 12.29 – Freshman Entrance Requirements. One of the recommendations from the SACS visit was that general admission policies should be coordinated. A recommendation to establish an Undergraduate Admissions Policy Committee (UAPC) has been presented to the President

for approval. The group would advise the Provost and Vice President for Student Affairs about admission policies when different than general admissions and provide advice on awarding credit for AP, CLEP, etc. and other types of requested credit and advice on any admissions issues. AOP 12.29 has been revised in anticipation that the President will approve the committee. Dr. Rent asked the associate deans to consider and vote on the revised policy under the condition that the President approves the recommendation. This committee would review college requests and advise the Provost and Vice President for Student Affairs on any program that would have additional requirements over the general admission policy. The Office of Admissions reports to the Vice President for Student Affairs, and Dr. Jimmy Abraham and the Provost Office made the revision due to the SACS recommendation. Motion was made, seconded and approved that the UAPC report solely to the Provost and not to the Vice President for Student Affairs. That recommendation will be sent to the President as he considers the recommendation for the committee. If he approves, the reference to the Vice President for Student Affairs will be removed from the policy as an editorial change. AOP 12.29, Freshman Entrance Requirements, was approved as revised.

- AOP 13.23 – Faculty Workload. This was initiated as a result of the SACS statement that the university does not have a clear statement about faculty workloads. This policy describes the usual practices across the university. It is a general statement and says workload distributions are variable and can change. The motion was made and seconded to approve the policy as written. This dovetails with the document on release time for research. The two documents will justify how workloads are justified in each department. The second paragraph under Policy/Procedure describes the procedure for assigning workloads in agricultural units for faculty members funded by more than one budget.

#### 4. Other Business:

- Gary Myers distributed a report from Dr. David McMillan's Pathfinder project. The tables reflect retention rate comparisons between Mississippi State University, the University of Mississippi, and the University of Southern Mississippi. Retention at MSU has increased. The University of Mississippi now has a similar program based upon the success of MSU's Pathfinder Program. Credit should also be given to the mentoring program. Dr. Rent asked the associate deans to share this information with units in their colleges.
- September 5 is the date for Dr. Lee's investiture. This is a Friday, so student attendance will be encouraged. Associate deans were asked to place the event on their calendars. This event will celebrate the new president and 125<sup>th</sup> anniversary of the institution. It will be held in Humphrey Coliseum using 1/3 of the floor. There will be a ball in the coliseum that night. The investiture committee has talked with Dr. Jimmy Abraham about a concert for students. Drs. Craig Venter and Claire Frazier will give a lecture the following Monday. The committee members would like to see the

lecture become an annual event named in honor of Dr. Lee. It is hoped that student and faculty will attend. Dr. Rent asked the associate deans to communicate the event to their colleagues. No football game is scheduled that weekend.

- Associate Deans Council will not meet on July 9, 2003. The Provost Office will send a notice of the next scheduled meeting.

There being no further business, the meeting was adjourned at 2:30 p.m.