

Deans Council
June 18, 2012
1:30 PM
Allen 611

Members Present: Jerry Gilbert (chair), Elton Moore (for Richard Blackbourn), Sallie Harper (for Steven Brown), Tim Chamblee, Frances Coleman, Lou D'Abramo, Kent Hoblet, George Hopper, Joan Lucas, Gary Myers, Sharon Oswald, Mike Rackley, Sarah Rajala, Peter Ryan, Becky Gardner (for Christopher Snyder), Butch Stokes, Jim West, Park Wynn.

Others Present: Teresa Gammill, Judy Spencer.

Minutes Taken By: Martha Thomas.

1. Upon a motion by Jim West and second by Lou D'Abramo, the minutes of the May 21, 2012, meeting were approved unanimously with no corrections.
2. Announcements:
 - a. Jerry Gilbert reminded the deans that he would prefer that associate professors not be department heads unless this was the last option as the administrative appointment would impede the individual's ability to move forward towards being promoted to professor. Dr. Gilbert stated that another issue related to associate professors being department heads is that those individuals cannot offer their recommendations for their departments' associate professors seeking promotion to professor.
 - i. George Hopper suggested putting the required rank in the job description when posting the job.
 - b. Dr. Gilbert announced that the Mississippi Science and Engineering Fair would be funded with assistance of central administration and that the Bagley College of Engineering would manage the fair for 2013. Dr. Gilbert stated that future management of the fair is open for other interested colleges. Dr. Gilbert stated that the Bagley College of Engineering would be soliciting fair judges from each of the colleges around campus for the senior high division.
 - c. Dr. Gilbert recognized Gary Myers and Butch Stokes who are retiring from Mississippi State University. Dr. Gilbert stated that he appreciated their leadership and wished them the best.
 - d. Dr. Gilbert announced that the annual presentations of the colleges would be scheduled during the first week of August.
 - e. Tim Chamblee stated that progress on the strategic plan is ongoing and that he anticipates it will be ready for implementation in the fall of 2012.
 - f. Dr. Gilbert announced that Steve Taylor has been appointed as Interim Executive Director of Academic Outreach and Continuing Education (AOCE) starting July 1. Dr. Gilbert stated that he anticipates beginning the search for a full-time, permanent director after six months.
 - g. Dr. Gilbert announced that about 100 students will participate in the first Early Start Program in the second term of the summer semester. The Early Start Program consists of two classes and additional programming to help students with the transition to college.
 - i. Sarah Rajala asked for a list of those Early Start students who are within her college.
3. Academic Operating Policies:

- a. AOP 13.13 – Leave Policies:
 - i. **Upon a motion by Peter Ryan and second by Sharon Oswald, AOP 13.13 – Leave Policies was approved unanimously with no revisions.**
 - b. AOP 13.15 – Evaluation of Teaching Performance:
 - i. Dr. Ryan stated that this AOP has undergone several revisions, including work of a subcommittee that examined it.
 - ii. Dr. Gilbert asked when this AOP would go into effect. Dr. Ryan stated that it would not be ready in time for fall evaluations.
 - iii. Joan Lucas asked what the purpose was of prohibiting department heads and other administrators from viewing the student comments.
 - 1. Dean West stated that he believes this prohibition to block the flow of information.
 - 2. Dr. Oswald stated that the comments may assist with determining whether there is any redundancy between courses.
 - iv. There were suggested revisions to the AOP:
 - 1. Item 1a2b: “The faculty member, Department Heads, Deans and/or Directors, and the Provost shall receive a copy of the statistical report and all comments for every evaluated class and section.”
 - 2. Striking Item 1a2c.
 - 3. Editing the last sentence of the fourth paragraph of Item 1a: “The University Common Survey is not intended to preclude the use of additional instruments by areas, departments, or individual faculty members, but shall be used to evaluate teaching performance (along with other possible instruments such as those listed from items b, c, d, and e below.”
 - v. **Upon a motion by Dr. Ryan and second by Dr. Rajala, AOP 13.15 – Evaluation of Teaching Performance was approved unanimously with the above revisions.**
4. Other Items:
- a. Mike Rackley called attention to recent e-mails regarding the eForms system. He stated that each college will determine when to go live with the system but that it is important for people to understand and be prepared to submit and process leave via this system. Mr. Rackley stated that ITS is currently working on a Proxy Application which would allow an individual to submit leave on behalf of another individual.
 - b. Park Wynn discussed the upcoming Drill event which will be held August 20. Mr. Wynn stated that he would send relevant information as the date approaches.
 - c. Dr. Ryan announced that he has received five applications for the SECAC ALDP fellowship positions with several more en route. Dr. Ryan stated that he appreciates the colleges’ support of this endeavor.
 - d. Dr. Ryan gave an update on the Smithsonian Folklife Festival and expressed appreciation for the colleges’ work on this.
 - e. Frances Coleman stated that the Library would be soliciting from each of the colleges the amount of expenditures for library materials (i.e., online

databases paid for via departmental funds). This information will be used for the ARL application.

- f. George Hopper invited members of the Deans Council to attend the ceremony to rename the Noxubee National Wildlife Refuge in honor of Sam D. Hamilton. The ceremony will take place June 22.
- g. Dr. D'Abramo stated that the Graduate School is in the process of planning the International Graduate Teaching Assistant Workshop and the Graduate Teaching Assistant Orientation, and that he anticipates approximately 160 people to participate.