

Associate Deans Council Meeting
December 14, 2011
Meeting Minutes

Present: Peter L. Ryan (chair), Wes Ammon, Jeremy Baham, Phil Bonfanti, Royce Bowden, Lori Bruce, Tim Chamblee, Robert Cooper, Walter Diehl, Greg Dunaway, Randy Follett, Becky Gardner, Halston Hales, Julia Hodges, Teresa Jayroe, Rick Kaminski, Cassandra Latimer, David Lewis, Patricia Matthes, Elton Moore, Linda Morse, Gail Peyton, Kevin Rogers, James Scheiner, Butch Stokes, Walter Taylor.

Guests: Eric Heiselt.

Peter Ryan called the meeting to order at 1:30 p.m. in 6ll Allen Hall.

1. Consideration of the minutes.

James Scheiner made the motion and David Lewis seconded to approve the minutes of the November 16, 2011 meeting with noted correction. The motion was approved unanimously.

2. Announcements.

- Peter Ryan reported on the university's participation in the Smithsonian Folklife Festival to be held June 27 – July 8, 2012 in Washington, D.C.
 - The festival committee has identified three projects for festival participation which will impact three colleges: Engineering's EcoCar, the CVM Mobile Clinic, and CALS' Thermal Imaging Technology.
 - The exhibits will engage individuals with interactive activities, be family oriented, and be a tremendous opportunity to expose the success of colleges as land grant institutions.
 - Sponsorship will need to be solicited in order to help defray the cost which will involve more money than the initial request of \$50,000.
 - The three identities will be meeting with the Folklife Festival coordinators for answers on issues such as accommodations, exhibit space, security, special needs, etc.
- Peter Ryan expressed appreciation to the Registrar and staff for an excellent fall commencement. Justice Frank J. Williams from Rhode Island who is also a Vietnam veteran and serves as the President of Ulysses S. Grant Association delivered the address to the students.
- Linda Morse extended an invitation to the special training opportunity, "The Recruiting and Retaining Diverse Faculty." The program is hosted by the Office of Diversity and Equity Programs, The Office of the Provost and Executive Vice President, and the Center for Teaching and Learning on January 24 and January 31 from 11:45 a.m. until 2:00 p.m. in the Colvard Union Room 324. Registration will be required for lunch with limited space.
- Linda Morse announced that the Center for Teaching and Learning Center and the Office of Institutional Effectiveness are co-sponsoring the workshop session, Get Students Focused on Learning Instead of Grades: Metacognition is the Key! with Dr. Saundra Y. McGuire, professor of Chemistry at Louisiana State University. The session will be held on January 20 in the Union Foster Ballroom beginning at 12:15 p.m.

- The 2012 Diversity Conference will be held in the Colvard Student Union on March 1 – 2, 2012.
- Tim Chamblee reported that the draft MSU Strategic Plan document has been emailed out for faculty and staff input with a deadline of January 13.
- The Registrar’s office has begun the end of the term processing with an expected 300 suspensions and an estimate of 100 or so dismissals.
- Butch Stokes encouraged that all textbook adoptions be submitted to Barnes and Nobles. The spring final report will be submitted to IHL in August.
- The final spring orientation to be held on January 6, 2012 has a current registration total of 76 students.
- Wes Ammon reported that notification of suspended students will be sent out within the next few days.
- Julia Hodges reported that the subcommittee of the Master Plan Development and Advisory Committee has submitted tentative recommendations to the classroom building architecture for allocation of space for rooms, labs, etc.
- The Early Start program’s initial number of applications was lower than expected.
- Phil Bonfanti reported that scholarship letters are being mailed out which continue to market students for the program.
- Julia Hodges and Allison Pearson, Interim Co-Directors, AOCE are in the process of meeting for recommendations and decisions for a better organization and restructure changes.

3. Chairs Report. None

4. Mississippi Science and Engineering Fair Region V Financial Funding.

- Eric Heiselt, College of Engineering Director of Educational Outreach & Support Programs met with the council to discuss financial support for the Science and Engineering Fair.
- The College of Engineering has financially supported the science fair that serves 16 counties and an estimate of 1500 K – 12 students which also involves other colleges at the university. There is no budget for the fair to continue at the university with an estimated cost of \$52,000.
- After further discussion, the council was in agreement for continued support. The motion was made and seconded (with one abstention) for each college to commit to make an effort to seek \$5000 to support efforts for financial funding. The colleges should report donated dollars to Eric Heiselt.

6. AOP

AOP 13.09 Credentials for Teaching

The document was brought forward to discuss interpretation of the policy for graduate students teaching graduate level course due to a debate of the paragraph (Alternative Certification through Commensurate Experience). After council discussion, the recommendation was approved to add an additional statement to the end of the last sentence of paragraph (Graduate Teaching Assistants as Instructors of Record) under Policy/Procedure to read - **Graduate teaching assistants cannot serve as instructors of record for graduate level courses *regardless of qualifications*.** The recommendation will be forwarded back to Faculty Senate for further consideration.

AOP 13.15 Evaluation of Teaching of Performance

The subcommittee voted unanimously to present the revised policy draft to the council for consideration. After council discussion, a recommendation was approved to delete (as additional information) from the last sentence, 2nd paragraph b. (Former Student Evaluations), to read – **It is recommended that to the extent that these types of evaluation are available, they should be used to help support the evaluation of teaching effectiveness.** The policy will be forwarded to the Deans Council for further consideration.

7. Other Business.

The meeting was adjourned at 3:12 p.m.