

Deans Council Minutes
February 10, 2020
1:30 PM
Presidents Conference Room, Lee Hall

Members Present: David Shaw, Richard Blackburn, Angi Bourgeois, Frances Coleman, Terry Dale Cruse, Jim Dunne, Kent Hoblet, George Hopper, Mary Ann Jones, Jason Keith, Sharon Oswald, Peter Ryan, Chris Snyder, Rick Travis, Jake Manning

Others Present: Tim Chamblee, John Dickerson, Steve Parrott, Susan Seal, Nancy Siegert, Teresa Gammill (for Julie Jordan), Brandy Akers, Tracey Baham, Bobbie Baker, Katie Echols, Dana Franz

Minutes Taken By: Dinah Jenkins

- I. The meeting was called to order by Provost David Shaw.
- II. General Education Review Updates – Dana Franz/Tracey Baham
Dana Franz and Tracey Baham are facilitating an initiative to re-envision General Education at MSU
 - Many of our peer and peer-plus institutions have already revised their Gen Ed curriculums
 - Our work is being guided by Lumina Foundation and DQP, AAC&U, and other national standards
 - 3 working groups have been formed: Social Sciences, Fine Arts, and Communications
 - The Gen Ed Matrix is a living document using the MSU Strategic Plan and national standards/competencies
 - We are researching how other institutions handle large sections assessment
 - Dana will provide a follow-up document with links to Gen Ed at other institutions
 - The Deans were asked if the Technology Competency needed to remain as part of Gen Ed. No decision was made.
- III. NSF HERD Report and MSU Program Codes – Katie Echols, Brandy Akers, Bobbie Baker
There are 6 steps for collecting Research Expenditures for accurate reporting in the NSF HERD Survey.
 - ❖ The NSF HERD rankings are generated from survey responses from participating institutions. The accuracy of the information is directly tied to how expenses are coded and captured in Banner.
 - ❖ The FOAPAL program code is critical for identifying Research Expenditures.
FOAPAL# 100000 – 44091010 – 401000 – **011024** – 000000 – P00000
 - Departmental Spending: Research spending takes place in the departments. Regardless of source of funds, expenditures should be correctly coded using research program codes.
 - External Funding: Many proposals are being listed as service, instruction or other instead of Research.
 - Faculty & GRA Salary: Faculty salary should be budgeting and paid using actual percentage of instruction and research effort. Adjustments should be made each semester to reflect changes.
 - Start Up Funding: NSF considers all startup funding to be research expenditures. Accounts set up solely for startup funds should be defaulted to a research program code.
 - Travel: The dissemination of findings is an important part of research. Travel for research purposes should always use a research program code
 - Research Training Grants: Institutional programs designed to provide funding to faculty, staff or students for work on organized research projects should be captured using a research program code.
Research Program Codes: 011024, ALL 02 Codes, 037024, 038024
- IV. Approval of AOP's – Peter Ryan
 - **AOP 12.23: Cooperative Education Program**
Dr. Ryan requested motion to approve with edits. Rick Travis gave the second.
Dr. Ryan requested the fee dollar amount be removed as that would occasionally change.
Motion passed.

- **AOP 12.10: Recognition of Undergraduate Academic Achievement**
Dr. Ryan requested motion to approve with edits. George Hopper gave the second.
Dr. Ryan noted the words academic forgiveness will be removed under long-term outstanding academic achievement.
Motion passed.
- **AOP 13.09: Credentials for Teaching and Degree Program Coordination**
Dr. Ryan requested motion to approve with edits. Sharon Oswald gave the second.
Dr. Keith will work with Dr. Dunne to clarify professional development language.
Motion passed.
- **AOP 10.16: Distance Education**
Dr. Ryan requested motion to approve with edits. Chris Snyder gave the second.
Dr. Seal requested ADA statement update; Mary Ann Jones requested the word personnel be inserted under the Library Support statement.
Motion passed.

V. Other Business – David Shaw

- Jake Manning announced the Student Association Spring Speaker will be Kevin Harrington of the tv show, Shark Tank, coming up on Thursday.
- Steve Parrott announced the student email upgrade moving students from Gmail account to Office 365 will be February 26.
 - Note students will be in address list so all calendars can be seen as busy but can be changed.
 - For the migration, Microsoft and IT will be in the Union and Allen Hall lobby promoting event to students.
 - Planning a small technical training for the faculty; will request a few from areas to attend and will be available to train their colleagues.
 - Banner 9 along with Banner 8 will be available for spring student registration.
- Frances Coleman announced MegaResources, a professional development conference for K-12 Mississippi librarians is scheduled to begin on Friday. Will have 100 librarians from across the state coming in for leadership and training.
- John Dickerson reminded Academic Insight would be this weekend and thanked colleges for assistance.

Meeting dismissed 2:42 pm