

**Deans Council Minutes**  
**June 4, 2018**  
**1:30 PM**  
**Presidents Conference Room, Lee Hall**

Members Present: Judy Bonner, Frances Coleman, Randy Follett, Kent Hoblet, Julia Hodges, George Hopper, Jason Keith, Kevin Rogers (for Sharon Oswald), Allison Pearson, Teresa Gammill (for David Shaw), Peter Ryan, Rick Travis, Jeffrey Haupt (for Jim West)

Others Present: Tim Chamblee, John Dickerson, Joan Lucas, Steve Parrott, Susan Seal, Judy Spencer, Philip Allison, Karen Brasher, Karyn Brown, Emily Daniels, Christie McNeil, Whitney Peterson, Katie Timmerman, Sid Salter, Harriett Laird, Tommy Anderson

Minutes Taken By: Dinah Jenkins

- I. Provost Judy Bonner called the meeting to order and asked for a motion to approve the minutes of the March 5, 2018 Council meeting. Dean George Hopper moved to approve and Dean Francis Coleman gave the second. The March 5, 2018 minutes were approved with no edits.
  
- II. The Conversation – Sid Salter with guest Eric Zack of theconversation.com
  - 1) The Conversation – [www.theconversation.com](http://www.theconversation.com) – is an independent source for informed commentary and analysis written by the academic and research community and edited by journalists for the general public.
  - 2) All articles are free to read and free to publish on a Creative Commons license.
  - 3) Articles are republished in large national outlets such as The Washington Post, Time, Newsweek, CNN, Univision, PBS Newshour, Scientific American and many more.
  - 4) Through partnership with The Associated Press as well as Community Newspaper Holdings, Inc., articles are picked up in regional and local newspapers – providing expert analysis in communities that would not otherwise have been able to hear from these academics. By writing once, academics can reach audiences in many publications.
  - 5) Authors must be affiliated with an academic institution. They work in collaboration with journalists who request links to back up claims made and who assist with structure and language. Authors must fill out a disclosure form listing any conflicts of interest. All authors have complete control over the editorial process: the editors cannot publish without author approval.
  - 6) Authors have access to an author dashboard and can see the number of reads the article has received, the geographic location of those readers and how many reads the article has received in each republication. Dashboards monitor all comments on the site and track social media engagement on Facebook, Twitter and LinkedIn. These metrics can be used to demonstrate public engagement and education.
  - 7) Writing for the Conversation helps improve communication skills, expand the reach of research, and connects scholars into a network of thousands of academics who have written for the Conversation.
  
- III. Approval of AOP's – Dr. Peter Ryan
  - 1) AOP 10:12 – Additional Course Fees
    - a. This is a renewal AOP whose purpose is to establish and define guidelines and criteria for the approval and implementation of additional course fees. Very specific rules are behind the fees and are on a course by course basis to support the activity to enhance the learning experience.
    - b. Course Fee petitions go out to a review committee with a representative from each college for review.

- c. Dr. Bonner added we must be careful with regard to course fees and be slow to approve them due to tuition increases.

Dr. Keith made a motion to approve and Dr. Hopper gave the second.

The motion passed with none opposed.

- 2) AOP 10:14 – The Adoption and Sale of Textbooks and Other Instructional Materials
  - a. This is an AOP renewal from a merge policy whose purpose of this AOP is to establish a textbook policy consistent with the IHL Board policy 617 and standardize the policy on the sale of textbooks and other instructional materials.

Dr. Ryan made a motion to approve and Dr. Keith gave the second.

The motion passed with none opposed.

- 3) AOP 10:15 - Substantive Changes
  - a. The AOP is to provide instructions on the procedures and processes for reporting substantive changes to the Southern Association of Colleges and Schools (SACSCOC).
  - b. Discussion regarding the bullet in removing the word Institution and replacing with Mississippi State so that the bullet reads: *The establishment of an additional location geographically apart from the main campus at which Mississippi State offers at least 50% of an educational program.*

Dr. Ryan made a motion to approve and Dr. Hopper gave the second.

The motion passed with none opposed.

- 4) AOP 11.05 – Requirements for Shortened-Format Courses
  - a. AOP is a renewal as has no revisions.

Dr. Ryan made a motion to approve as is and Dr. Hopper gave the second.

The motion passed with none opposed.

- 5) AOP 34.01 – Special Teaching Programs
  - a. Request to rescind the policy was recommended by the Associate Deans after the restructuring of the formerly AOCE and correspondence courses are no longer offered as well as all other entireties in the policy are already operational.

Dr. Rick Travis made a motion to approve and Dr. Randy Follett gave the second.

The motion passed with none opposed.

#### IV. Other Business

- 1) Dr. Ryan announced the Office of the Graduate School in collaboration with the Center for Teaching and Learning has agreed to bring back the Preparation of the Future Faculty program. This was a popular program when it was offered and will turn to the colleges very soon to assist with the design of the program to get off the ground for fall.
  - i. We recognize there are Masters Programs that are terminal degree programs which may lead to future faculty appointments so the recommendation was made to do weighted element to allow those to participate.
- 2) Steve Parrott discussed a Web-ex demo that will be done as Canvas is brought on board and asked for input. Canvas with the Web-ex will accommodate Distance classes. We are under the impression from new faculty this will be good as many used it prior to their coming.
  - a. If any new faculty has taught in Canvas we would like to pull them into the Canvas pilot group.

Dismissed at 2:47 PM