Associate Deans Council
February 12, 2020
Meeting Minutes

Present: Peter Ryan (Chair), Tommy Anderson, Tracey Baham, Tim Chamblee, John Dickerson, Jim Dunne, Dana Franz, Nancy Fultz, Robert Green, Jeffrey Haupt, Brien Henry, Terry Jayroe, Lynda Moore, Ian Munn, Seth Oppenheimer, Steve Parrott, Judy Ridner, Kevin Rogers, Susan Seal, Michael Seymour, Scott Willard, Juan Benavides, Sawyer Bowering, Bob Wolverton, Cat Walker, Robert Banik, Jacob Tschume, Tommy Parker, Tina Gilliland

Dr. Peter Ryan called the meeting to order at 1:30 p.m. in Dunn Conference Room, McCain Hall.

1. **Consideration of the minutes**
   Upon a motion made by Peter Ryan, the minutes from January 22, 2020 were approved with one minor typographical edit.

2. **Announcements:**
   - At the Associate Deans Council Meeting on January 22, 2020, AOP 12.10: Recognition of Undergraduate Academic Achievement was approved pending a slight language change to include Academic Forgiveness. When this policy was reviewed by Deans Council, the language, "Academic Forgiveness" was removed due to information provided to the Council from Dr. John Dickerson and Mr. Tommy Parker. Their research showed out of 1,048 fall 2019 graduates, 103 of those students invoked Academic Forgiveness, and of those 103 students had their GPA calculation altered moving them from Cum Laude to Summa Cum Laude (6 to Summa, 16 to Magna and 27 to Cum Laude). Discussion ensued and there appeared to be a general consensus to allow Academic Forgiveness to be considered for such honors as it is intended as a "grace" opportunity that enables all students to repeat up to two courses for a maximum of 8 hours.

3. **Academic Advising Schedules and Release Times for Summer/Fall Class Registration –** John Dickerson
   - Dr. Dickerson brought forth a concern regarding priority registration for select student groups and those groups not knowing when their registration times were. Advisors are encouraged to assist with communicating the registration times with their students. This will also be discussed during Orientation.

4. **Math Placement Test** – Robert Banik and Jacob Tschume
   - The Math Department is offering a free placement assessment for students with possible math deficiencies.
   - Beginning April 1, 2020, this new testing service will be implemented and will replace the current College Algebra Placement Test and Pre-Calculus Placement Exam.

- The three parts to the placement exam are 1) Exam on content from Intermediate Algebra 2) Exam on content from College Algebra, and 3) Exam on content from Trigonometry.
- Students cannot use the placement exam to bypass a class that they have previously failed (DFW). If they took MA 0103 and made a D, they cannot take the math placement exam to skip this class they didn't pass.
- This placement testing does not overrule ACT scores.
- This information will be shared during Orientation.
- The Math Department will distribute this information to academic coordinators and advisors, so they are aware of the new placement exam. The first chance for coordinators and advisors to hear about the new math placement exam is Tuesday, Feb. 18 at the University Academic Advisory Committee meeting.

5. **O365 Student Email Migration Update** – Steve Parrott
   - The migration of O365 Student Email will be implemented on February 26, 2020.
   - Steve reminded everyone about calendar permissions. The default calendar permission for all MSU 0365 users is "Can view when I'm busy" This permission allows Outlook users (students, faculty and staff) to view when you have an appointment (no details) and when you are available. This default permission can be changed to a user's specified preference. Everyone can see when users are busy, but they cannot see details about the appointment. Instructions can be found on the ITS website.
   - All students will be listed in the Global Address List (GAL).

6. **Banner 9 Student Registration Demo** – Tommy Parker & Meredith Jackson
   - In March Student's will be able to Register via Banner 9 Registration or Banner 8 Registration.
   - When a student registers, a registration checklist will pop-up to remind them of necessary steps in the registration process. They can complete most of these items before registration,
   - Priority registration times as well as all other registration time slots are displayed in the registration checklist.
   - Students can build up to five possible schedules with the Plan Ahead feature.
   - It is important for students to make sure all their courses show registered (not pending) in the Registered for classes summary.
   - There will be Banner 9 demonstrations on Feb. 17 & 26 in Room 1030 Old Main at 3:30PM.

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