

**Associate Deans Council**  
**September 9, 2020**  
**“WebEx” Meeting Minutes**

**Present:** Peter Ryan, Tracey Baham, Diane Daniels, John Dickerson, Jim Dunne, Randy Follett, Dana Franz, Nancy Fultz, Robert Green, Jeffrey Haupt, Brien Henry, Terry Jayroe, Deborah Lee, Melanie Loehwing, Ron McLaughlin, Lynda Moore, Tabor Mullen, Ian Munn, Seth Oppenheimer, Steve Parrott, Kevin Rogers, Susan Seal, Michael Seymour, Scott Willard, Marian Chancellor, Sawyer Bowering, Mary Love Taggart, Angus Catchot, Tina Gilliland

Dr. Peter Ryan called the meeting to order at 1:30 p.m.

**1. Consideration of the minutes**

Upon a motion made by Professor Jeffrey Haupt, the minutes from August 26, 2020 were approved with no edits.

**2. Announcements:**

- There are currently 84 students in the BAS program at Mississippi State University. The most significant emphasis combination includes an emphasis with Business. Dr. Peter Ryan thanked the Associate Deans for promoting the BAS program and encouraged them to continue to do so. Promotional material is available if needed.
- It has been brought to Dr. Ryan’s attention that some graduate students feel they are lacking in-person interaction with their major professors, likely due to the COVID-19 pandemic. Dr. Ryan encouraged the Associate Deans to communicate this information with their department heads.

**3. Office of Thesis & Dissertation Format Review Updates – Dr. Deborah Lee**

- Dr. Lee informed Council that Ms. Lara Threet has accepted an instructor position in the College of Education and no longer works in the Office of Thesis and Dissertations. Mr. Danny Davis has been hired to replace Lara and brings some great skills to the position.
- Please continue to remind your graduate students about LIB 9010. There are 118 students currently enrolled in the course this semester. If someone needs to meet face to face, they can request an individual appointment or an online appointment.
- Dr. Scott Willard asked Dr. Peter Ryan if students would be allowed to defend their dissertation during the Winter Session. Dr. Ryan has some concerns about trying to get people together during the latter part of the session, but it might be possible during the early part of the Winter Session. He will discuss with Dr. Brent Fountain to be sure that Research Thesis/Dissertation hours are available for the Winter session to allow those who wish to defend may do so.

#### **4. Professional Licensure & Notification Requirements (PLNR) –**

##### **Ms. Marian Montgomery Chancellor**

For every program designed to meet the requirements of a specific professional license or certificate, institutions are now required to determine whether their curriculum does or does not meet the educational requirements of every state and disclose that to students/prospects.

- This affects main campus, not just online education.
- General disclosures must be made on your websites
- Institutions are also required to make direct disclosures to students. This means that prospective and enrolled students must be told in writing whether a degree program meets the educational requirements of the state where they are located.
- A student's location must be determined by the institution and tracked over time.
- When an institution becomes aware that a student's location has changed to a different state, it is required to provide a new disclosure within 14 calendar days.
- Per the 2019 Federal Regulations, an institution that receives Title IV funding under the Higher Education Act must operate in compliance with the law or risk losing its federal funding.
- Additional documentation was shared with the council via email on 9/9/20.
- PLNR committee members include Paul McKinney, Marian Chancellor, Tracey Baham, Dylan White, and Susan Seal.

#### **5. New Business**

- Diane Daniels stated she has been working with IHL and Laura Dunn to offer a fall developmental program rather than a summer program due to COVID-19.
- The College of Art, Architecture & Design (CAAD) is working with an outside consultant, Timothy Eaton from Rutgers University to develop action plans to better serve and be more inclusive within the college.
- CAAD is also planning to host a Promotion & Tenure Workshop for their many new faculty members within the college at the end of September.
- Ms. Lynda Moore stated there were over 50 students enrolled in the C2C Program for the fall. A total of 307 student have graduated the C2C program since it began in Fall 2017.
- Mr. Steve Parrott stated that Webex should have "break out rooms" soon, along with a "hard mute function" too.
- The ITS Department is offering department specific training for any faculty that would be interested.
- The Office of the Graduate School is planning a virtual Graduate Coordinators Workshop via Webex.
- The Graduate Student Association is working on the 3MT Competition and the Research Symposium to have as much normalcy as possible. Both events will be hosted virtually.

The meeting was adjourned at 2:37 PM