

Associate Deans Council
January 26, 2022
Meeting Minutes

Present: Peter Ryan, Tracey Baham, Jim Dunne, Anastasia Elder, Randy Follett, Brent Fountain, Dana Franz, Nancy Fultz, Don Grebner, Robert Green, Kim Hall, Jeffrey Haupt, Christine Jackson, Deborah Lee, Melanie Loehwing, Lynda Moore, Tabor Mullen, Lanna Miller, Kevin Rogers, Susan Seal, Michael Seymour, Lisa Stricklin, Carrie Rybolt, Darrell Sparks, 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 Dr. Randy Follett and a second by Dr. Jeffrey Haupt, the minutes from January 12, 2022, were approved.

2. Announcements:

- Dr. Robert Green asked if the Provost Office needed anything from the departments regarding the Greystar/graduate student housing proposal. Dr. Peter Ryan stated that a written note of support for the proposal would be helpful, along with a list of graduate student housing needs for the department.

3. AOP's

➤ **AOP 13.12: Intersession Teaching** (*revised document*)

A motion to accept the policy as presented was made by Dr. Melanie Loehwing and a second was received by Dr. Randy Follett.

After a brief discussion, the council agreed to insert “during intersession” to the last sentence in the first paragraph, on page one.

The revision will be as follows:

However, approval may be granted by the academic department head/director, college dean and Director of Intersessions to exceed the 33.3% base salary and allow faculty to teach a maximum number of 18 course credit hours, during intersession, in one academic year.

AOP 13.12 was approved with the above-mentioned edit.

The policy will be sent to Deans Council for review.

➤ **AOP 11.11: Auditing A Class**

A motion to accept the policy as presented was made by Dr. Randy Follett and a second was received by Dr. Melanie Loehwing.

Ms. Carrie Rybolt stated that currently the time status in Administrative Banner is based on the number of credit hours a student is enrolled. Students that audit a class are still paying tuition for that class if they are under the 9 hours for graduate students. To change the time status, the Registrar's Office would have to manually enter the information.

Dr. Jeffrey Haupt asked how auditing a class affected enrollment. Dr. Ryan stated that if the class has a low enrollment, it is likely already flagged and a justification to audit the class might be requested from the student.

Dr. Ryan made a note of the two concerns mentioned above and called for a vote of the policy as presented.

AOP 11.11 passed with none opposed and will now move to the Deans Council for review.

4. New Business:

- Dr. Jeffrey Haupt announced a new Associate Dean of Research for CAAD from University of Missouri, Dr. Bimal Balakrishnan.
- Professor Michael Seymour announced two upcoming professional development opportunities presented by CTL. The workshop information is listed below.
 - **Inclusive Teaching Community of Practice**
February 9, 2022, 3:00pm, online – <http://canvas.msstate.edu/>
 - **Friday Teacher Forum**
February 18, 2022, 10:00am, CTL Conference Room
 - More CTL events can be found at <https://www.ctl.msstate.edu/events/>
- Dr. Melanie Loehwing stated she has received many faculty questions regarding how to handle student well-being and mental health issues. In general, these questions are referencing the pandemic and students missing classes, juggling responsibilities, etc. She stated the Dean of Students Office has been very helpful and has assisted the College of Arts & Science in setting up a panel discussion for faculty members to hear about best practices and to ask questions about different resources too. Dr. Loehwing also noted that graduate students, who are on assistantships, can access the Employee Assistance Plan (EAP) for help. EAP can help with provider referrals in the area. These students also have access to a medical provider for three free visits each year.
- Dr. Tommy Anderson is currently serving as the Interim Dean of Shackouls Honors College
- Dr. Darrell Sparks is the new Associate Dean for College of Ag & Life Sciences and will be joining the Associate Deans Council.
- The next Faculty Senate meeting is February 1st at 2:00 pm.

- Applications are now available for the 2022 – 2023 Community-Engaged Learning (CEL) Fellows program.
Program guidelines and applications can be obtained via an email request to ccel@msstate.edu with submissions due by February 25, 2022.
- COVID testing on campus is ongoing however, the positivity rate continues to decline.
- The Center for Distance Education currently has 155 members in the Omega Nu Lambda National Honors Society.
- Ms. Lynda Moore noted the National Academic Advising Association (NACADA) Conference will be held February 11th and she and Dr. Lori Staten will be guest speakers during the conference.
- Dr. Deborah Lee said over 100 workshops are available this semester in the library. Some of these workshops will begin after 5:00 pm to attract some non-traditional students.
- The first ever Research Week at MSU will be held April 11-14, 2022. It is an opportunity to showcase and promote undergraduate, graduate, and faculty research and creative endeavors.
- Colleges, Departments, Centers, Offices, and other Units are invited to plan events to take place during research week. Possible events might include a tour of labs or an open house, a poster display or exhibit of faculty or student works, a panel discussion or lecture to share about ongoing research, and/or a training event or a panel discussion promoting resources for research. Scheduled events can be in-person or virtual, or you can share a link to an on-demand session. To list your event(s) on the Research Week calendar, simply complete the web form at <https://www.research.msstate.edu/initiatives/research-week>.
For more information, please contact Dr. Anastasia Elder at aelder@colled.msstate.edu

Adjourned 2:40 PM