

**Associate Deans Council
July 27, 2022
Meeting Minutes**

Present: Peter Ryan, Steve Bullard, LaDonne Delgado, John Dickerson, Jim Dunne, Brent Fountain, Cameron Fox, Dana Franz, Don Grebner, Robert Green, Kim Hall, Brien Henry, Christine Jackson, Melanie Loehwing, Ron McLaughlin, Bethany Mills, Lynda Moore, Tabor Mullen, Steve Parrott, Rebecca Robichaux-Davis, Kevin Rogers, Susan Seal, Darrell Sparks, Lisa Stricklin, 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. Robert Green and a second by Dr. Darrell Sparks, the minutes from July 13, 2022, were approved.

2. Announcements from Unit Representatives and Colleges

- Ms. LaDonne Delgado mentioned the Mitchell Memorial Library has been undergoing an internal audit this week. Ms. Delgado also stated they are beginning work on a 5-year strategic plan for the library.
- Fall Convocation is planned for August 23 in Humphrey Coliseum (unless construction dictates otherwise). MSU ice cream and bottled water will be available just outside the coliseum at the conclusion of the event. At that time new students can pick up their Convocation coin. Scanning student IDs for extra credit will not take place this year however, instructors/faculty members can certainly offer extra credit if they wish to do so.
- Dr. Brent Fountain noted that the university is expected to maintain a records retention schedule with the Mississippi Department of Archives & History. These schedules indicate how long different university records/documents must be retained or disposed. Jessica Perkins Smith, University Archivist, is currently chairing a search committee for a program manager position in the Library which would assist with the schedule maintenance and provide communication with the different University departments on proper handling of University documents.
- Dr. Ron McLaughlin stated that Dr. Kent Hoblet will be stepping down as the dean of the College of Veterinary Medicine soon. Dr. Hoblet is currently the longest actively serving dean at any veterinary school in North America.
- Dr. Dana Franz stated the university syllabus is complete and should be mailed out today or tomorrow. The syllabus has been linked online and has been populated in all the canvas courses.
- Dr. Melanie Loehwing stated that the College of Arts & Sciences is focusing on getting their new faculty ready for the academic year with a new faculty mentoring program. The program pairs every incoming faculty member with a more seasoned colleague, in their field or in a related field so they have someone to meet with, to learn about the school and talk to about any problems that they are facing. The College of Arts and Sciences will host a reception for their new faculty to introduce them to their mentors. Dr. Ryan requested to attend the reception and welcome their new faculty and let them know that the Office of the Provost and Executive Vice President is here to assist them as they pursue their academic careers at MSU.
- Dr. Loehwing also noted the Undergraduate Research Symposium will be August 2 from 1:30 – 3:00 pm, in Griffis Lobby, with ninety-two students participating.

- Dr. Kevin Rogers noted that Dean Sharon Oswald will be retiring in June 2023. Also, on August 30 the College of Business will be having their Seal speaker Series with Alfonzo Alexander as the guest speaker. He is the Chief Ethics and Diversity Officer of the National Association of State Board of Accountancy and president of their Center for the Public Trust. He will also be helping the College of Business launch his organization's Ethical Leadership Certification and Training Program at MSU.
- Dr. Darrell Sparks stated the College of Agriculture has met with a company that is building a solar farm in Greenwood that is requesting help with vegetation management underneath the solar panels. The company is interested in student solutions to their vegetation problems. Dr. Sparks will keep the council updated as the plan is to open the project to students in other disciplines across campus.
- Dr. Brent Fountain mentioned that MSU's collaboration with Prophet was approved by the IHL Board during the June meeting. This collaboration includes transformation management, external communication, and internal engagement. Dr. Fountain may be reaching out, in the next several months, asking for help from the colleges or units on campus about who to contact, who do we need to engage, how do we help with their plan.
- Dr. Robert Green announced that Bagley College of Engineering will host their new faculty orientation on August 15. Dr. Jason Keith will follow up with a training session on promotion and tenure, for new engineering faculty in the fall semester.
- Dr. Steve Bullard says the College of Forest Resources has been able to secure external funding to create and fill a few key positions, to enhance diversity within the college. This funding will allow the college to hire two positions; one of which will be someone on the ground helping, not only to recruit a more diverse student body, but also to support them. The second position is a more senior position called the Diversity Programs Director.
- Dr. Brien Henry noted that things in the Graduate School are going very well with approximately 100 more applicants than last year. Dr. Henry also stated that the Graduate School will be hosting a graduate coordinator workshop on September 21 in the Union Ballroom. The Graduate School also has a new program in the works called Accelerate to Industry which is modeled after a successful program and North Carolina State. This new program is similar to Preparing Future Faculty program and is targeted toward students interested in pursuing a career in industry.
- Dr. Tabor Mullen stated that student move-in days will begin August 7 starting with new maroon camp members. Then on August 12 Panhellenic recruitment will begin.
- Dr. Kim Hall mentioned that the College of Education Teacher Accreditation was reaffirmed and was passed with zero conditions/findings. Dr. Hall also stated Dr. Daniel Stevens is the new Department Head of Music, Dr. Jeff Leffler is the Interim Department Head of the Division of Education in Meridian and Dr. Stephanie King is the Interim Department Head of Educational Leadership.
- Mr. Steve Parrott noted that a press release, regarding Adobe Creative Cloud and Adobe Sign will go out campus wide soon. The "go-live" date for these two platforms will be August 10.
- Ms. Lynda Moore announced that the Advisors Council will create training videos for new hires.
- Dr. Susan Seal stated that the ability to track certificates is now available in Banner. Dr. Seal also mentioned a training called Instructional Design and Dine on September 14th. On October 18 at 9:00 there will be an Online Course Showcase in Memorial Hall.
- Ms. Bethany Mills noted that she and her team in the Career Center had a great meeting with International Paper last week and learned about their recruiting process. The Career Center will host a part-time job fair on August 19. The Career Expo days are September 13 & 14 at the Mill Conference Center.
- Dr. Jim Dunne mentioned that the Center for Teaching and Learning will be hosting a new faculty luncheon on August 15. New Academic Administrator Training begins on July 29 and will meet every Thursday.

- Dr. Peter Ryan reminded the council that New Faculty Orientation will be on August 11 at the Bost Conference Center with a reception hosted by the President's Office immediately following, also in the Bost Conference Center. Dr. Ryan also mentioned that Fall Convocation is August 23 beginning at 5:30 pm in the Coliseum. All faculty are invited to attend, and regalia is optional.

Adjourned 2:45 PM