

Associate Deans Council
May 10, 2023
Meeting Minutes

Present: Peter Ryan, Tracey Baham, Steve Bullard, Jodee Crane, John Dickerson, Jim Dunne, Dana Franz, Kim Hall, Christine Jackson, Melanie Loehwing, Bethany Mills, Tabor Mullen, David Nolen, Steve Parrott, Rebecca Robichaux-Davis, Kevin Rogers, Darrell Sparks, Lisa Stricklin, Lauren Wright, Jermaine Jackson, Tracey Craven, Tina Gilliland

Dr. Peter Ryan called the meeting to order at 12:00 PM

1. Consideration of the minutes

- Upon a motion by Dr. Kevin Rogers and a second by Dr. Melanie Loehwing, the minutes from April 26, 2023, were approved as presented with two typographical edits.

2. Announcements

- Dr. Peter Ryan welcomed Ms. Jodee Crane, Student Association Vice President to the council. Ms. Crane replaces Mr. Cameron Fox on the council.
- Dr. Peter Ryan reminded everyone that the Doctoral Hooding and Graduation Ceremony is today at 3:00 in Bettersworth Auditorium, Lee Hall.

3. New Business

- The Provost Office has been made aware of an issue regarding students having “mixed schedules” that may create complications on tuition when a student invokes add/drops. For example, if a student has a mix of campus five and campus one courses, and drops one of the campus one courses, then picks up a mini term class, it creates a billing situation where the campus five course is billed independently. Administrators are looking for a solution and hope to rectify this situation soon.
- Dr. Peter Ryan mentioned a scenario that happened yesterday with a student who arrived thirty minutes late for an exam due to car trouble. However, when she arrived, the professor would not administer the test because one student had already taken the test and had left the classroom. Dr. Ryan and other council members prefer to err on the side of caution and allow the student to take the exam or take a make-up exam. Dr. Melanie Loehwing suggested the council review AOP 12.04: Final Examination at the next council meeting for any changes that might be needed to the policy.
- Dr. Tabor Mullen suggested the council also review AOP 13.14: Grade Appeal & Academic Review Board. Dr. Mullen believes the policy needs amending.
- AOP’s 12.04 and 13:14 will be brought before the council at the next meeting.

Meeting adjourned 1:19 pm