

Associate Deans Council
January 24, 2024
Meeting Minutes

Present: Peter Ryan, Tracey Baham, Steve Bullard, Jodee Crane, Tracey Craven, Jim Dunne, Anastasia Elder, Dana Franz, Robert Green, Kim Hall, Brien Henry, Christine Jackson, Dominic Lippillo, Melanie Loehwing, Bethany Mills, Lynda Moore White, Tabor Mullen, David Nolen, Steve Parrott, Andy Perkins, Rebecca Robichaux-Davis, Michael Seymour, Emily Shaw, Darrell Sparks, Regina Hyatt, Nicole Ponder, Andre Rendon, Lisa Stricklin, Tina Gilliland

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

1. Consideration of the minutes

Upon a motion by Dr. Robert Green and a second by Dr. Darrell Sparks, the minutes from January 10, 2024, were approved.

2. Announcements

- Dr. Peter Ryan shared information on behalf of Dr. Deborah Lee & the MSU Libraries regrading a program entitled Survival Skills for Graduate Students to assist graduate students during the course of their program of studies. During the spring semester there will be multiple online “Survival Skills” workshops for graduate students. Information and workshop material can be found at guides.library.msstate.edu/ssfgs.
For more information, please contact Dr. Lee at dlee@library.msstate.edu.
- Plans are currently underway for a new faculty bus tour to the Mississippi Delta. Dr. Jim Dunne emailed a Qualtrics Survey to new faculty to gauge the interest in such a tour. Dr. Ryan asked the Associate Deans to remind their new faculty to take advantage of this tour.

3. Planned Experiential Learning & Research Expo – Dr. Regina Hyatt & Mr. Andrew Rendon

- Dr. Hyatt shared information with the council regarding the upcoming “Student Experience Expo” which will be held Wednesday, February 28 from 10:30 AM – 2:00 PM at the Bost Conference Center.
Dr. Hyatt stated this event is a joint effort between the Division of Access, Opportunity and Success and the Division of Student Affairs. This event is designed to showcase how our academic & research partners can utilize our diverse programs and activities to enhance our students’ experiential learning. Dr. Ryan asked that the Division of Academic Affairs be included in the sponsorship of this event given that assistance is being requested from faculty across campus to collaborate in developing joint experiential learning opportunities for students.
- Mr. Rendon stated he would be happy to attend departmental meetings to provide more information. He also noted that several students will be showcased and will share their experiences with experiential learning.

4. AOP’s

➤ **AOP 12.22: Undergraduate Student Course Load**

A motion was made by Dr. Melanie Loehwing and seconded by Dr. Darrell Sparks to approve the policy as presented and open for discussion.

Dr. Tracey Baham mentioned that this policy is under review to address/include student course loads during mini terms.

University Registrar, Ms. Emily Shaw expressed two concerns with this policy:

- Explaining contact hours and expected time input is a complex conversation to have with a student.

○ The mention of AOP 11.05 within the context of this policy is concerning.
Dr. Baham stated that it would have been ideal if AOP 12.12 defined the difference between class instruction and out of class instruction, but instead it uses contact hours.

After a brief discussion, Dr. Ryan suggested forming a subcommittee to further discuss these issues and bring back a recommendation to the council. The council agreed.

Subcommittee members are as follows:

- Melanie Loehwing, chair
- Dana Franz
- Darrell Sparks
- Robert Green
- Emily Shaw
- Jodee Crane

Dr. Nicole Ponder made the motion to table AOP 12.22 and a second was received by Dr. Robert Green. Motion passed and AOP 12.22 is tabled.

5. New Business

- Ms. Bethany Mills announced that the 2024 Spring Career Expo will be held February 6 at 12:00 PM to February 8 at 4:00 PM at the Mill.
For more information, please visit <https://www.career.msstate.edu/>
- Ms. Mills also announced the kick-off for the Bulldog Mentor Program is February 2, 2024.
- Dr. Robert Green stated that he has encountered more and more students asking for approval to take course (general education especially) at other institutions. This is causing huge issues in terms of degree clearance. Dr. Green mentioned another issue is the recent removal of language, in AOP 12.11, regarding the requirements for the last 30 hours of course work, that has caused significant issues. After a brief discussion it was agreed upon that the above-mentioned sub-committee, with the addition of Ms. Lynda Moore White, will also address these issues.
In summary, the sub-committee will address concerns with the following AOP's.

AOP 12.11: Degree Requirements - Undergraduates

AOP 12.12: Credit & Grades

AOP 12.22: Undergraduate Student Course Load

Meeting adjourned 2:47 PM