

Associate Deans Council
March 27, 2024
Meeting Minutes

Present: Peter Ryan, Tracey Baham, Steve Bullard, Kayla Carr, Jim Dunne, Robert Green, Kim Hall, Dominic Lippillo, Lucy Mellen, Dana Franz, Melanie Loehwing, Brien Henry, Christine Jackson, Alicia Olivier, Bethany Mills, Lynda Moore White, Tabor Mullen, David Nolen, Steve Parrott, Andy Perkins, Rebecca Robichaux-Davis, Kevin Rogers, Emily Shaw, Darrell Sparks, Lisa Stricklin, Lauren Wright, Michael Seymour, Deanna Smith, Nathan Drake
Tina Gilliland

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

1. Consideration of the minutes

Upon a motion by Dr. Kevin Rogers and a second by Dr. Robert Green, the minutes from February 14, 2024, were approved.

2. Announcements

- Dr. Peter Ryan recognized a new council member. Ms. Lucy Mellen, Student Association Vice President (SAVP) will be joining the council while she serves in her new role as Vice President.
- Dr. Ryan also introduced Ms. Deanna Smith to the council. Ms. Smith is the new Associate Dean of Students for the Meridian campus.

3. Thrive in Five Update – Ms. Emily Shaw & Dr. Nathan Drake

- With MSU's Thrive in Five Accelerated degree program, scholars can earn their bachelor's and master's degrees concurrently in only five years. And by completing the required course load in less than the typical six years, they will enter the workforce sooner.
- Dr. Drake stated that this program creates a ton of paperwork for staff and an admissions model is being to better track students in the Thrive in Five program.
- Ms. Shaw mentioned that there is interest in moving to an attribute system moving forward. Also, it would be so beneficial to have an automated system and move away from the manual system that is currently being used.
- Another challenge in this program is being able to capture the number of students enrolled in the Thrive in Five Program.
- Dr. Drake stated that there is currently a similar program in place at University of Georgia (UGA) that this is modeled after, called Double Dawgs that has a small army of coordinators. MSU simply does not have the number of personnel committed to this project.
- Dr. Ryan said he would be willing to offer financial support for Dr. Drake and Ms. Shaw to visit UGA to learn more about their successful program.
- Dr. Brien Henry requested that the GPA requirement of 3.5 remain intact.

4. Grade Appeals Update – Dr. Tabor Mullen

- Dr. Mullen shared the Grade Appeal Report for Fall 2023 with council members prior to the meeting and discussed the data during the meeting.
- There was a total of eighteen grade appeals submitted for the fall 2023 semester. One of those appeals was overturned, while six appeals were found by the Academic Review Board (ARB) to have no merit.
Four of those appeals were withdrawn by the students, three of them were resolved by the ARB Chair, two were resolved between the student and the faculty, and one was overturned by the Department Head, and one was resolved outside of the grade appeal process.

5. AOP's

➤ **AOP 12.04: Final Examination** (changes made by Faculty Senate)

Dr. Melanie Loehwing made a motion that was seconded by Dr. Robert Green to accept AOP 12.04 as presented.

Dr. Melanie Loehwing suggested an edit on page two, second paragraph, third sentence that includes mini-terms. After a brief discussion, the following edit will be added:

- For asynchronous courses in shortened formats with no scheduled final examination period, examinations will be available to students for 48 hours to include the last day of class.

The council also agreed to the following language at the end of the second paragraph on page two:

- Courses delivered through face-to-face including hybrid methods may opt to also offer asynchronous online examinations; however, students must also have the option to complete an in-person final examination during the regularly scheduled final examination window. In cases of asynchronous final examinations for face-to-face courses, the final examination window must include at a minimum the full three-hour session allotted by the final examination schedule.

AOP 12.04 was approved with the above-mentioned edits and will now be sent to Deans Council for review.

➤ **AOP 12.21: Veterans' Academic Status** (changes made by Faculty Senate)

Dr. Kevin Rogers made a motion that was seconded by Dr. Robert Green to accept AOP 12.21 as presented.

Dr. Steve Bullard noted a small edit was needed on item number three, in the third sentence, the word recipient should be plural however, the council decided to insert the letter "a" before "VA educational benefit recipient."

AOP 12.21 was approved with the above-mentioned edit and will now be sent to Deans Council for review.

➤ **AOP 13.05: Faculty Grievance Procedures** (changes made by Faculty Senate)

Dr. Kevin Rogers made a motion that was seconded by Dr. Melanie Loehwing to accept AOP 13.05 as presented.

Dr. Robichaux-Davis noted that the lettering structure of the policy needs to be corrected.

Dr. Jim Dunne inquired about the change in who receives the written faculty grievance, the chair of the Grievance Committee or the Provost and why that change was made. Dr. Rebecca Robichaux-Davis said the change was made because there was concern that a faculty member might not feel comfortable submitting a grievance to the provost or might feel intimidated to do so.

Dr. Dunne also asked why other language was pulled from the policy regarding the 30-day mediation window. Dr. Andy Perkins stated that the committee felt like there was ample opportunities to mediate as the grievance proceeded through the previous levels. Dr. Dunne expressed concern with these terms within the policy.

After a brief discussion, Dr. Ryan suggested a subcommittee be formed to continue this discussion and report back to the council and the council agreed.

Subcommittee members are Dr. Tracey Baham, Dr. Robert Green, Dr. Andy Perkins, Dr. Melanie Loehwing, Dr. Jim Dunne, Dr. Peter Ryan, Dr. Rebecca Robichaux-Davis.

AOP 13.05 is table for the subcommittee to review.

6. New Business

- Dr. Rebecca Robichaux-Davis asked council members to encourage their faculty to submit Bulldog Experience grant applications.

- Dr. Robert Green mentioned that he is aware of some student complaints about faculty members giving assignments during Spring Break. Dr. Green asked if the subcommittee could also review this issue and the council agreed.
- Dr. Melanie Loehwing stated that Astronomers with the Arts & Science Department will be on the Drill Field during the Solar Eclipse on April 8, and everyone is invited to participate. They will also be giving away solar glasses while supplies last.
- Dr. Alicia Olivier announced that CVM will be hosting its annual Open House on April 5 & 6 and invited everyone to attend.
- Dr. Dominic Lippillo announced that the 52nd MSU Student Juried Exhibition is currently on display at the Cullis Wade Depot Art Gallery through April 5.
- Dr. Tabor Mullen mentioned that Ms. Joy Graves recently sent an email regarding changes to the Office of Civil Rights Compliance with the delineation of new duties between Mr. Brett Harvey and Ms. Lateshia Butler.

Meeting adjourned 3:05 PM