

Associate Deans Council
November 13, 2024
Meeting Minutes

Present: Peter Ryan, Tracey Baham, Steve Bullard, Tracey Craven, Jim Dunne, Dana Franz, Kim Hall, Christine Jackson, Melanie Loehwing, Lucy Mellen, Lynda Moore White, Eric Moyon, Tabor Mullen, David Nolen, Alicia Olivier, Sean Owen, Andy Perkins, Kevin Rogers, Adrian Sescu, Emily Shaw, Darrell Sparks, Paul Spurlin, Shelby Tschume, Lisa Stricklin, Bimal Balakrishnan, Mike Breazeale, Martha Jones, Tina Gilliland

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

1. Consideration of the minutes

The minutes from September 25, 2024, were approved as presented.

2. General Education – Dr. Mike Breazeale

Dr. Breazeale shared information about the general education project that has been in discussion for quite some time. “MSU has been working to create a general education curriculum that not only excites our students, but also really prepares them to go into the world with a skill set that involves critical thinking, reflective thinking, and the ability to see what is going on in the world around them.”

Four general education categories include Creative Discovery, Human Cultures, Human Society & the Individual, Natural Sciences. There are nine credit hours that are specified by IHL, and MSU determines the remaining twenty-one hours. Dr. Breazeale states that “the objective is to ensure the general education core stays very general education specific.”

The first category of courses is the Pristine General Education (Gen Ed). These courses serve the general education purpose with no discipline specific content at all. It is preferred that these courses be taught by full-time faculty.

The second category of courses are the Compound General Education (Gen Ed). These courses will have some discipline specific content and will be larger in class size than the Pristine Gen Ed Courses.

The immediate goal is to try to create at least one Pristine Gen Ed course in each of the categories, giving students a common twelve hours among them that count as Pristine Gen Ed.

The development or revision of general education courses will begin at the departmental level, then be forwarded to the GenEd Committee for review of Gen Ed standards, and finally to the UCCCC for approval and implementation.

The Mississippi State AdvantaGE name is part of the rebranding of the gen ed courses.

3. **BAS Majors** – Ms. Emily Shaw

- Enrollment Services, Admissions & the Registrar's Office have been participating in a project with IHL and the National Association of Systems of Higher Education on transfer improvement.
- The technical credit for students admitted into these 4 BAS majors will now have their technical credit automatically keyed upon acceptance. Technical credit forms will no longer need to be submitted for students in these majors.
- To that end, beginning with the spring 2025 admits, the following are official BAS majors:
 1. Business Office Technology
 2. Public Management
 3. Healthcare Administration
 4. Cybersecurity

4. **Course Override Form** – Ms. Lucy Mellen

The Student Association Cabinet is requesting a uniformed approach across campus regarding override procedures. Some departments process paper forms, some handle request via email correspondence, etc.

Dr. Ryan suggested forming a sub-committee to review existing practices, across all campuses, and make recommendations to the council. Members of the sub-committee are Dr. Steve Bullard, Dr. Adrian Sescu, Dr. Melanie Loehwing, Dr. Darrell Sparks (chair), Ms. Lynda Moore White, Dr. Kevin Rogers, Ms. Sawyer Bowering, and Ms. Lucy Mellen. Dr. Ryan requested an update from the sub-committee by February 2025.

5. **Syllabus Sub-Committee Report** – Dr. Dana Franz

Dr. Franz stated that the university is underutilizing the syllabus tool in Canvas. Of the 2,929 published courses, one can only find syllabi under the syllabus tool for 1,229 of those courses. Also, the syllabi across campus are not in any particular order or use a standard template making it difficult for students to follow. There is a tool called Simple Syllabus through Canvas, which could be a resource for university instructors to utilize.

The recommendation from the sub-committee is to give UCCC permission to start requesting syllabi for all courses, which do not currently have a syllabus in in the data base. The sub-committee also strongly recommend that each department develop some type of syllabus review process.

6. **New Business**

- Ms. Lynda Moore White mentioned that the Advisor's Council partnered with the Office of Inclusion and Excellence for a workshop last week with thirty-seven faculty and staff in attendance.
- The Provost Office is compiling a list of all the dismissed students in the last ten years and to determine if there are graduation options for these students through the C2C Program.
- Dr. Ryan will soon begin rotating associate deans to co-chair each Associate Deans Council Meeting. This is a good exercise to help identify and cultivate the next generation of senior leadership.
- Dr. Ryan stated that a recent review of the Academic Common Market Program revealed that some Mississippi Students are participating in the program at other institutions and receiving out of state tuition waivers for programs of study that are offered at Mississippi State University. Dr. Ryan will share more information with the departments for their review of similar programs. If similarities overlap by half, Dr. Ryan should be notified.

Meeting adjourned 2:40 PM