Associate Deans Council
August 13, 2025
1:30 p.m.
3002 Lee Hall

Present: Tracey Baham, Sawyer Bowering, Steve Bullard, Kayla Carr, Anna Marie Clay, Jeremy Clay, Tracy Craven, Anastasia Elder, Dana Franz, Kim Hall, Christine Jackson, Dominic Lippillo, Melanie Loehwing, Bethany Mills, Lynda Moore-White, David Nolen, Alicia Olivier, Sean Owen, Andy Perkins, Rebecca Robichaux-Davis, Kevin Rogers, Peter Ryan, Emily Shaw, Deanna Smith, Darrell Sparks, Jason Tiffin, Jacob Tschume, Shelby Tschume, Madeline Demetriou, Tina Gilliland

Dr. Tracey Baham called the meeting to order at 1:30 PM.

1. **Consideration of Minutes**
   A motion was made by Dr. Kevin Rogers and seconded by Dr. Melanie Loehwing to accept the minutes from July 23, 2025. The minutes were approved with the corrections of two typos.

2. **ALEKS PPL Project –** Mr. Jacob Tschume
   Mr. Tschume presented the Math Department's plan for a new placement software process.
   - The new placement software is an adaptive assessment tool that offers prep and learning modules post-assessment. Migration to ALEKS PPL aligns with peer institutions' practices and gives students the opportunity to take the placement exam anywhere.
   - ALEKS PPL will cost each student $30 (access and proctoring fee)
   - Associate Deans asked if each Dean's office could have a list of students from their college that were sent invitations to the pilot program. Mr. Tschume will work with OIRE to obtain a list to send to each Dean to share with faculty and advisors to encourage those students.
   - Ms. Madeline Demetriou has since shared these lists with all Associate Deans. If there are any questions or confusion, please follow up with Mr. Tschume.

3. **Continued Discussion Regarding Applied Credits**
   Dr. Baham reminded the council of SACSCOC policy on accepting credit and opened discussion on how colleges are evaluating applied or technical credits.
   - The council continued the discussion about applied vs technical credits and divided these credits into two buckets: (1) credits that crosswalk one-to-one to existing MSU courses and (2) credits from AAS degrees that have no comparable counterpart at MSU.
   - A subcommittee was formed to produce a form that evaluates all credits that are transferred over as comparable to MSU credits and following SACSCOC Policy on

evaluating the quality and integrity of Educational Credentials. The subcommittee will consist of the following members: Dr. Steve Bullard, Dr. Rebecca Robichaux-Davis, Dr. Peter Ryan, Ms. Emily Shaw, Dr. Tracey Baham. Dr. Darrell Sparks requested to join the subcommittee following the meeting via email.

- Dr. Baham, Dr. Loehwing, and Ms. Shaw agree to work on drafts of AOPs 12.26 and 12.11 to accommodate the two levels of courses (one-to-one and technical credits as general electives).

4. **Academic Agreements in BullyBuy** – Ms. Emily Shaw & Mr. Jeremy Clay
Mr. Jeremy Clay and Ms. Emily Shaw presented on using the BullyBuy system for all academic agreements. Academic agreements will be treated and routed as contracts through BullyBuy for review and approval.
- BullyBuy is a Procurement & Contract management tool that has been used by the university for 18 months.
- All MOUs should now be going through BullyBuy.
- The Registrar's Office will now have an approval step in review of academic agreements.
- Dr. Darrell Sparks made a motion and seconded by Dr. Robichaux-Davis that all home orgs that originate academic agreements or contracts need to be the unit that initiates the BullyBuy process. This motion passed.

5. **Fall Convocation Announcement** – Dr. Peter Ryan
Dr. Ryan announced and invited all members to the 2025 Fall Convocation set for August 26, 2025, at 6:00 pm in the Humphry Coliseum. Regalia is not required, but business casual attire is requested.

6. **Major Maps Announcement** – Ms. Shelby Tschume
Ms. Tschume provided an update on the progress of Major Maps, representing the Provost's Office, OPA, and ITS.
- The Major Maps project was initiated by Dr. Shaw. This project will be used as a tool when working with students.
- There will be two levels of approval at the Dean's level before the content is sent to OPA for approval.
- The first phase of the project will only include undergraduate majors. Phase II will incorporate details below the major level.

Meeting adjourned at 2:55 PM.