

## Associate Deans Council Meeting Minutes of August 27, 2025

**Present:** Tracey Baham, Sawyer Bowering, Steve Bullard, Jada Chubb, Tracy Craven, Jim Dunne, Anastasia Elder, Keegan Figueroa, Brent Fountain, Dana Franz, Robert Green, Kim Hall, Brien Henry, Christine Jackson, Dominic Lippillo, Melanie Loehwing, Bethany Mills, Lynda Moore-White, David Nolen, Alicia Olivier, Sean Owen, Andy Perkins, Matthew Priddy, Rebecca Robichaux-Davis, Kevin Rogers, Carrie Rybolt, Courtney Siegert, Darrell Sparks, Lisa Stricklin, Jason Tiffin, Shelby Tschume, Cat Walker, Lauren Wright, Madeline Demetriou, Tina Gilliland

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

### **1. Consideration of the Minutes**

A motion was made by Dr. Kevin Rogers and seconded by Dr. Robert Green to accept the minutes from August 13, 2025. The minutes were approved following a wording revision.

### **2. Updates from the Chair – Dr. Tracey Baham**

- The technical credit subcommittee that was formed at the August 13, 2025, ADC meeting has met once to discuss any forms needed for documentation. While no decisions have been made, the subcommittee has determined that technical credits are categorized as either equivalent to or comparable to academic credits. Ms. Emily Shaw will draft a form that will be brought to ADC when ready.

### **3. Discussion about the ADC Modifications to the Current Draft Version of AOP 12.09: Class Attendance & Reporting Absences**

Dr. Baham explained that the policy is currently in committee with Faculty Senate but opened discussion on ADC's rationale for removing the bullet point regarding excused absences for U.S. presidential election day, which would be shared with Faculty Senate for further information.

- Dr. Matthew Priddy summarized the Faculty Senate discussion regarding the revision from ADC and stated that the excused absence addition was unanimously voted in by FS members.
- Council members clarified that they do not disagree with Faculty Senate but feel there is no mechanism to implement this excused absence.
- There is concern that additional absences surrounding the election day due to travel could potentially arise. Questions were raised on the scope of allowing this absence and if it opens more conversation regarding excused absences for gubernatorial, municipal voting days, and special elections.
- The council suggested a calendar adjustment to accommodate voting or allowing for an asynchronous class day on election day.

- Dr. Priddy stated that he would relay these comments to provide more context on the decision to remove the bullet point.

#### **4. Discussion about minimum GPAs for changing majors**

The minimum GPA that students must have to change their major is displayed in the University Catalog. If no GPA is specified, then there are no GPA restrictions beyond what is required to graduate. Dr. Andy Perkins mentioned that if majors wanted to adjust these GPA restrictions in the catalog, then they could submit a technical change to UCCC.

#### **5. Career Fairs & Expo Days – Ms. Bethany Mills**

Ms. Bethany Mills presented details about the upcoming Career Expo September 16-18 at the Humphrey Coliseum.

- There will be 229 unique companies attending over 3 days.
- Ms. Mills encouraged associate deans to share the [Career Center website](#) within their colleges for student awareness. Detailed information on the companies attending can be found there.
- The Career Center website has a [new page](#) dedicated to advising students on how to prepare for the expo and any interviews.

#### **6. Announcements**

- Dr. Robert Green extended an invitation to the ADC to a soft opening of the Cleveland Engineering Student Center hosted by the Bagley College of Engineering on September 2, from 3:00-5:00.
- Dr. Dana Franz reminded the committee of the upcoming September 5, 2025, deadline for submitting IE reports.

#### **7. New Business**

##### **a. Discussion about expansion/alternative to separate university calendars**

- Members inquired on how multiple university calendars (e.g., academic calendar, final exam schedule, university holidays, important university events, etc.) could be merged into a cohesive view.
- Multiple associate deans stated that they arrange their syllabus based on multiple calendars. Toggling between the academic and final exam calendar seems to not be enough, as student events, like the Career Expo, are not listed in the same calendar and then planned over.
- Dr. Baham to follow up with ADC after making inquiries on how the separate calendars could be merged into one view with filters for specific calendars.

b. Records and Retention Committee Update – Dr. Brent Fountain

- Dr. Fountain informed the council that an operating policy is forthcoming later this year. Following the policy, MSU will create its own schedule and website.
- The existing schedule can be found at [https://www.mdah.ms.gov/sites/default/files/2025-07/Institutions of Higher Learning.pdf](https://www.mdah.ms.gov/sites/default/files/2025-07/Institutions%20of%20Higher%20Learning.pdf).
- Any questions may be directed to Ms. Vonkeshia Hyatt, University Records Manager, in the University Libraries.

c. Discussion on campus parking

- Dr. Anastasia Elder mentioned several difficulties surrounding the new parking plan that was introduced this semester. Multiple council members shared their frustration between the updated parking zones and parking portal.
- Dr. Baham to inquire on ADC representation in the Parking Committee and if a representative from Parking Services could present at an upcoming meeting to field questions.

Meeting adjourned 2:35 pm