**Associate/Assistant Deans Council**

**Agenda for February 25, 2025**

**2:00 – 3:00pm**

**Upcoming Meetings, Spring 2025**

* Tuesday, March 18, at 2:00 – 3:00pm
* Tuesday, April 15, at 2:00 – 3:00pm

**Upcoming Meeting for Summer 2025**

* Tuesday, June 17, at 2:00 – 3:00pm

**CONTINUED AGENDA ITEMS**

**Graduate Studies**

Carl Mummert

* Thursday, February 27, Graduate Advising Workshop, 10:00am – 12:30pm, Virtual and John Spotts Room. See flier included with the agenda email for more details and Zoom link.

**Reserved Seats Update**

Michelle Morrison, Sarah Davis, Billy Biggs

**Academic Dishonesty Policy Update**

Anna Mummert

**AD Council Letter of Support of Badges instead of Certificates for President’s and Dean’s Lists**

Elizabeth Hanrahan

This is the statement of support that was submitted to Julia Spears, Karen McComas and Jodie Penrod:

*RE: Support for use of Electronic Badges for President’s List and Dean’s List*

*The Assistant/Associate Dean’s Council is in support of the proposed move to Electronic Badges from paper certificates for President’s List and Dean’s List. This initiative fits the “Save to Serve” model due to the following savings:*

1. *The current labor and material cost involved in printing the certificates.*
2. *The current labor cost for Deans offices to notify students the paper copies are available for pickup for currently enrolled students.*
3. *The current labor cost for Deans offices to mail paper certificates for those not currently enrolled (graduated, no longer attending, etc.)*
4. *The current labor cost to store and retrieve the Dean’s List certificates that many students do not pick up.*
5. *The current labor cost to mail all President’s List paper certificates.*
6. *The current labor cost to deal with return mail President’s List paper certificates.*
7. *The ability for the proposed electronic badge accounts to have multiple email addresses so former students can access their badge using an alternative email if the Marshall email is no longer being used.*
8. *The proposed ability to save the electronic badge as a PDF and print it if a paper copy is needed.*
9. *In summary, the overall proposed cost savings and environmental savings of less paper used (certificates and envelopes), postal cost savings, and labor savings.*

**NEW AGENDA ITEMS**

**Marshall Bound Admitted Student Event**

Lisa Williamson

**Career Fair**

Cristina McDavid