1. **President’s Items:** President Dobbins called the meeting to order and briefly overviewed today’s meeting, which will include reports from each of the three committees set up by Administrative Council as a result of the Jan. 31, 2014, meeting. The first order of business was unit reports.

2. **Unit Items:** Among the various unit items reported:

   Bai – encouraged completion of The 2014 Chronicle's Great Colleges to Work For program, a study designed to gather benchmarking data within higher education and to recognize institutions that have built great workplaces

   Cook – reminded members that “quick” performance appraisals are due April 18; actual reviews April 25; performance appraisal signed forms must be sent to Human Resources by May 2nd

   Lipe – Professional Staff Council elections are final and votes are being tallied

   Lee-DiStephano – reminded members to participate when the advising consultants visit campus next week

   Irby reported on success of Southeast Serves and thanked those faculty/staff who participated alongside our students

   Meyer – presented information on summer maintenance, repair, and construction projects and streets, parking lots, and sidewalks that will be affected by the activities. Information will be shared with the campus community through *Newswire*

   Starrett – reported on AQIP progress and deadline dates
Holland – reminded members to purchase tickets for the April 26th Southeast Day at Busch Stadium. To date, more than 1,000 tickets have been sold and President Dobbins will be throwing out the first pitch.

McDougall reported on the success of a business team led by Dr. Willie Redmond which placed first in case competition

Dobbins – provided an overview of Missouri legislative activities

3. SEM Action Plan Chair Reports

Co-chairs Drs. Bowen and Starrett reported on the activities to date and actions for the future of the assigned task of the committee: Use data to predict success in majors and courses and notify students who are “off track” in their major. The committee, comprised of Bai, Carol Heisserer, Mark Blaylock, and Gathman specifically looked at Complete College America – Guided Pathways to Success, and clear progress to guaranteed courses and milestone courses. Next steps noted were to look at data mining pertaining to student success, listing milestone courses in each area of academic study starting with those academic programs where the most students are leaving the university; and, conversations regarding the creation of an early alert system.

Co-chairs Ball and Walker reviewed activities of the committee that looked at increasing support for first-generation and low-income students. Committee members included Jenkins, Amanda Lincoln, Teresa Haney, Brandi Brooks and Valdis Zalite. The three areas the group focused on were 1) expansion of mentoring and tutoring; 2) feasibility of increasing opportunities for work, research, involvement with the faculty; and 3) training of high school counselors and discussion of scholarships. After discussion, the group was asked to examine what is would take to increase the mentoring program by 40 more students.

Co-chairs Tapp and McGowan reported on the activities of the group selected to look at development of an integrated “retention timeline,” including intrusive advising. Committee members included Amanda Eller, Theresa Haug-Belvin, Lee-DiStephano, Sarah Niswonger, and Heslinga. Next steps are to work more closely with the faculty to educate them on the various opportunities for reporting on intervention.

Members of Administrative Council were asked to submit any additional ideas to Barke or the president.

The next Administrative Council meeting will be held beginning at 8 a.m., Tuesday, April 15th, in UC Indian Room to review vendors for the branding project.

Submitted by,

Diane O. Sides
Associate to the President and
Assistant Secretary to the Board of Regents