1. **President’s Items:** President Dobbins called the meeting to order and briefly overviewed today’s meeting, including his report on the Board of Regents draft agenda and the draft strategic plan.

2. The first order of business was a report from Alissa Vandeven, chair of the Tobacco Use Committee. Other Administrative Council members serving on the committee include Frank Barrios and Mark Alnutt.

Mangels distributed copies of the current “Tobacco Use in the Workplace” General Statement Policy and the Operating Procedures. Additionally, a map was distributed which outlined all current designated campus smoking areas. Vandeven outlined the work of the committee and their general recommendations regarding designated smoking areas, issues of enforcement, and general communication factors. It was agreed by members of the Council that the preferred outcome of the Tobacco Use Committee is to reduce smoking on campus.

A general discussion involved areas such as violations and possible enforcement actions, better communication of designated smoking areas, relocation of the designated smoking areas to parking lots, and a possible “smoke free” campus designation. Additionally, Council members discussed personnel issues related to the tobacco use policies and procedures.

Vandeven was asked to work with the Tobacco Use Committee on two possible initiatives: the relocation of designated smoking areas to parking lots and a “smoke free” campus designation.

**President’s Items:**

Board of Regents draft agenda: The President reported that a Board of Regents meeting has been scheduled for Thursday, June 26, 2014, at the River Campus. While the Board will begin with open session, they will immediately vote to go into closed session to discuss personnel matters, including a larger than usual number of faculty to receive tenure and promotion and post-professorial merit, and merit increases for faculty and staff. Regents are scheduled to tour the new River Campus academic and residence center at 1:20 p.m. followed by open session at approximately 2:15 p.m. Any Administrative Council member who wishes to tour with the Regents should meet in the Convocation Center lobby at 1:15 p.m.

Action Items in the open session agenda will include announcement of actions taken in closed session, approval of the FY15 General Operating and Auxiliary Budgets and the FY16 Capital Budget Request to be submitted to the Missouri Department of Higher Education. The Board will
consider approval to proceed with Show Me Center capital projects, the Creative Labs Incubator project, and several academic program changes. Consent items include consideration of approval of several Faculty Senate bills, and resolutions of honor for Women’s Gymnastics, Men’s & Women’s Track & Field, and the Baseball team.

Strategic Plan: The President reported that the draft Strategic Plan will be sent to all Administrative Council members and while it is still in draft form, it can be used for planning purposes in unit, departmental, and college retreats. Members of the Board of Regents will review the draft Strategic Plan and make changes by August. The plan will then be presented to the campus community for review, discussion, and any changes in the fall.

3. **Branding Initiatives Update:** Harmon reported that the branding project consultants from Ologie will hold a skype interview with members of the Executive Team and staff from Communications and Marketing from 10-11 a.m., July 8th for a general overview. Harmon thanked those who have already been contacted and contributed materials requested by the firm. Ologie will conduct focus groups and other research methodologies involving members of Administrative Council, current and prospective students, alumni, staff, faculty, community members and leaders and high school guidance counselors early in the fall semester.

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

   McAllister reported that several at the University are working to strengthen community college articulation agreements, especially with St. Louis Community College and St. Charles Community College.

   Alnutt reported that candidates for head softball coach are on campus this week and the Athletic Department is currently advertising for a head athletic trainer.

   Below gave an optimistic report on fall enrollments indicating that freshmen enrollment is very strong with more than 100 enrolled over this time last year.

   Bai reported on the results of the survey administered to all graduating students indicating that 88 percent were satisfied with their education at Southeast and 92 percent would recommend Southeast to others considering college choice. The response rate was 38 percent. Areas of concern included food service, career planning, and counseling services. He indicated more detail and analyses would be provided on the Institutional Research website, with an executive summary and some student comments.

   Sprengel indicated that some may have noticed problems with the University’s mobile app due to problems with an upgrade. He advised users to delete the current app and reload. He also reported on infrastructure upgrades and the upcoming doubling of bandwidth for the University.

   Harmon reported that Southeast Online now has a full complement of advertising and marketing initiatives in place, including a breadth of technology, giving the University extensive St. Louis area exposure.

   Ball reported that nine Lift for Life (St. Louis charter school) graduates and 35 to 40 CAP-A students from our partnerships will be attending Southeast in the fall. He distributed brochures for “Expanding Educational Opportunities with Trio,” and indicated he has been elected Board Chair-Elect of the Council for Opportunity in Education (COE), our national TRIO Advocacy Association. COE is the only organization that advocates for educational opportunity and equity.
for first-generation, low income, disabled, and veteran students. Additionally, the University submitted the MDHE Default Prevention Grant and two Higher One, Inc., financial literacy grants last month after successfully executing these programs last year.

Weller-Stilson reported on the upcoming River Campus Summer Arts Festival on June 21st and distributed information. She also reported on the current River Campus production of “Nunsense,” and a new initiative called “Dinner and a Show.”

Jenkins reported on a new Child Advocacy Certification for those who work with children and child abuse cases.

Gathman indicated that a second instructional designer has been hired.

Ahmed reported 23 IET students arrived on campus with approximately 180 international students planning to come for the fall semester.

Dobbins reported on several issues with the Cape Partnership and indicated the University’s support of the Partnership and what it has achieved.

The Administrative Council annual retreat is scheduled for Tuesday, August 12, 2014, in the University Center Ballroom.

Submitted by,

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