1. President Vargas opened the meeting and indicated it is his first official Administrative Council meeting as president of Southeast Missouri State University. While we do not have an agenda for today’s meeting, the president indicated that he wanted to meet to get to know members of the Council and to get input from them. He asked each person to introduce himself/herself and indicate the area represented, and to describe one initiative (I) and one challenge or worry (C) that might be pressing for the University.

Ms. Rhonda Weller-Stilson, associate dean and director of the Holland School of Visual and Performing Arts – I=accreditation in all four areas of academic study at the SVPA and once achieved, Southeast will be the only university in Missouri that would be accredited in all four areas. C=the hiring and retention of faculty is difficult, especially those coming from the Chicago and New York areas.

A short discussion followed regarding new faculty welcome and mentoring and ways to achieve better retention and make faculty feel more comfortable.

Dr. Francisco Barrios, dean of the College of Liberal Arts and dean of the School of University Studies – I=ability to update and modernize the curriculum in Liberal Arts to reflect the changing society and the challenges faced by the liberal arts academy. C=the need to persuade faculty to respond to changing societal demands by modernizing curriculum and effective teaching modes

Discussion followed regarding how we can structure curriculum to be relevant to students and how we might articulate the benefits of a major or degree. The fall Speakers Series will include a presentation by CNN host, author, and columnist Fareed Zakaria, regarding his book, “In Defense of a Liberal Education.”

Dr. Wayne Bowen, director of University Studies and professor of history – I= full review of University Studies with no intent to lose ground with the current University Studies program. C = matching University Studies offerings to meet student demands. We need to develop a more methodical system to convert capacity and to better plan ahead.

Discussion as to why planning for student capacity is so difficult and what can be done to better match demand and capacity.

Dr. Allen Gathman, dean of Online Learning and professor of biology – I = Quality Matters certification for all online courses. All online courses must meet QM standards by fall 2017 and there are probably from 200 to 300 more courses that will need to be reviewed and certified before that date. C = continue working with Online in 2020 initiative to be intentional in what online programs we offer, how we market and how to support those programs.
Dr. Morris Jenkins, dean of the College of Health and Human Services – I = need to diversify the faculty, including all areas of diversity. C = obstacles in relocating to this region, salary issues and how to make faculty and staff feel more comfortable about relocating to southeast Missouri.

Discussion regarding the fact that we spend time marketing to prospective students, but how do we market to prospective faculty and staff? We need to develop ideas for making the transition easier. Other colleges and universities have established a committee on recruitment and retention of faculty within Faculty Senate. The quality of our programs is dependent on a diverse, energized, and innovative faculty, staff and students.

Dr. Diana Rogers-Adkinson, dean of the College of Education – I = Edvolution technology initiative and the state-of-the-art lab, which will assist students in learning and teaching with technology. Employers have indicated that they already see a difference between Southeast education grads and other grads in the area of technology expertise. COE will hire a new Edvolution coordinator. C = the ongoing draconian state mandates including test pass rates and the flawed test and pass rate comparisons. It appears that transfer and regional campus students have more challenges in performance on the test.

Dr. Chris McGowan, dean of the College of Science, Technology and Agriculture – I = Possible new academic programs including civil engineering and civil engineering technology. C = while COSTA recently had the largest number of grads, challenges in retention within the college/university when students decide they won’t be able to become a physician or a nurse. The new health sciences majors will help with the issue, but all advisors will need to be well-versed in those majors and departments in order to steer students in that direction. Other challenges include seeking certification in cybersecurity and forensic chemistry.

Discussion regarding ways to make all advisors more aware of all the health science majors in order to make referrals and change majors. Training for advisors will be offered both in person and online. Michele Tapp offered to attend any/all departmental meetings to share the information, especially deans and chairs meetings.

Dr. Gary Johnson, interim dean of the Harrison College of Business and professor of accounting – I = AACSB reaccreditation of the Harrison College of Business this year. Integration of the healthcare management and hospitality management programs into the COB. C = Excel training and certification for all business graduates will need to be investigated; funding for a possible finance/trading/accounting lab for student simulations; the possible future retirements of outstanding faculty members and potential replacements.

Dr. Zahir Ahmed, executive director of International Services and Education – C = other colleges and universities have copied our model for international student recruitment. We need to work on barriers to recruitment efforts, e.g. financial assistance for international students, the need for more technical areas of study such as computing, technology and engineering; the proliferation of online courses which, by federal law, are limited for international students; residence life issues based on cultural mores.

Dr. David Starrett, dean of Academic Information Services, director of Kent Library, and liaison for the Higher Learning Commission and Program Accreditations, indicated that this will be his last Administrative Council meeting as he has been appointed to a new position at Columbia College. I = the appointment of someone to serve as a liaison for the HLC accreditation process. This is good timing as our next portfolio is not due until 2018. We also will need to identify someone to co-chair with Dr. Bai the academic assessment committee because we are beginning the process of identifying program-level outcomes. Another initiative is investigating the possibility of open-educational resources that would be free and used in place of textbooks. Ms. Catherine Roeder, assistant professor in Kent Library, has been appointed interim director of Kent Library. C = include the
escalating costs of subscriptions to periodicals, books, etc., and the impending retirement of a number of faculty and staff in the library.

Mr. Trent Ball, associate dean of Students and director of Retention, I = increasing student access to external scholarships; increasing student access to tutoring services with additional funding. We tripled the number of students assisted with tutoring services over the past year. We will be moving tutoring services to Kent Library, which will provide better resources. Currently employ 70 to 75 students in certified tutoring services. C = engaging more and more with the Office of Admissions.

Mr. Mark Alnutt, Athletic Director. Mark thanked council members for their relationships and partnerships as this is his last Administrative Council meeting. Mark has taken a position with the University of Memphis. I = continue to provide a first-class experience to our student athletes and following the guiding principles of the Athletics Department. C = operate more efficiently; working more closely with Title IX and NCAA compliance. He reminded members of the Redhawks Club membership drive today.

Ms. Melissa Harper, chair of the Clerical/Technical/Service Council. There are 185 members of the CTS Council. I = trying to get more members of CTS involved in the group/reach out to them and get them more engaged. C = review of the University’s standing committees. Are all of the committees functioning? Meeting? Needed? It appears that representatives are appointed, but the committees never meet. Succession planning – strategies needed to identify people within the university to effectively fill positions of those who will be retiring.

Discussion re creating an organized network and support system for new faculty and staff. Mangels has asked Rucker to work with employee groups on that initiative. Starrett indicated that HLC has identified succession planning as an area of challenge and we need to do a better job of identifying.

Mr. Bill Holland, vice president of University Advancement & Executive Director of the Foundation, announced the university has raised $49.2 million of the $40 million goal as of June 30, 2015. C = new methods for courting donors; retirements within the division and how to replace; alumni participation is at 5 percent and we need to raise that to 15 percent; need to get donors to support academic chairs and fellowships; expansion of externship program in St. Louis and how to match with the students.

Discussion regarding how do we utilize emeriti faculty and staff and whether or not they would participate in tutoring students. How do we keep emeriti faculty and staff engaged?

Meeting ended at 10 a.m. with the understanding that those who did not have time to talk about initiatives and challenges should present at the next Administrative Council meeting. Those members would include the following: Bai, Barke, Below, Bloom, Cook, Foshee, Hahn, Harmon, Hinkle, Jacobsen, Mangels, McAllister, McDougall, Meyer, Rucker, Sides, Skinner, Tapp, Wilde, Wiles.

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