Members present were: Chair Bill Eddleman, President Ken Dobbins, Provost Ron Rosati, Dr. Allen Gathman, Mary H. Talbut, Dave Wilde, Dr. Debbie Below, Dr. Frank Barrios, Dr. Sophia Scott, Dr. Debbie Lee-DiStefano, Dr. Ragu Athinarayanan, Dr. Warren Anderson, and Diane Sides

Dr. Eddleman indicated that it is imperative that we communicate the activities of the Steering Committee to all constituent populations. Therefore, the minutes of all meetings will be posted on the Southeast in the Year 2020 website at http://www.semo.edu/president/southeastin2020/index.htm. The group agreed it will be important to hold a series of open campus forums in the fall to get input from students, faculty and staff. In addition, Dr. Eddleman will distribute a “Dear Colleague” letter regarding the activities and plans of the Steering Committee to the campus community prior to the end of this semester.

Dr. Dobbins indicated that he had met with Kari Hollerbach, chair of a sub-committee on Distance Education. That sub-committee is preparing a report regarding short-term goals for distance learning and looking at issues such as a business plan for the online program, which academic programs we can market now, what programs should be put online and market at a later date, and how do we do it? Do we create our own marketing plan, and we certainly don’t agree with purchasing outside online developers to deliver Southeast courses. Dr. Athinarayanan, a member of the sub-committee, reported they are looking at a feasibility study and a profitability analysis.

Committee Reports
**Role of Faculty:** Dr. Sophia Scott
The committee currently is focusing on short-term goals which involve recommendations for online courses. The report will focus on the areas of: Evaluation and Compensation, Class Size and Scheduling, Professional Development, and Technical Support, They plan to have a report looking at short-term goals and objectives by December 2011. Their long-term goals report is planned for May 2012.

**Curriculum, Academics, and Academic Program Committee:** Dr. Allen Gathman
Flexibility sub-committee:
1) Investigate how other institutions are approaching flexibility
2) Consider technological requirements
3) Explore connection between online and f2f flexibility
4) Can courses and programs be compressed to allow 3-year graduation with the same requirements as now? What accreditation issues arise?

The committee has conducted the research for item #1; will complete item#2 by the end of this semester; and will be working on items #3 and #4 for the fall semester.

Pedagogy and Globalization sub-committee:
1) Propose curriculum/course approval streamlining
2) Meet with Textbook Rentals to discuss issues relating to e-books, software
3) Faculty workload issues – considered, maybe not part of this committee’s ambit
4) Investigate success rate of ESL students correlated with TOEFL/IELTS scores
5) Consider new foreign language offerings and requirements

Item #3 will probably be considered by one of the other committees. Data request has been made to IR for item #4. The sub-committee will work on item #2 over the summer and items #1 and #5 for the fall.

Online/Distance Education sub-committee:
See report above. This sub-committee will have a report ready by the first of June.

**Technology:** Dave Wilde and Mary Harriet Talbut
By mid-June, the committee plans to have a preliminary report looking at the technology recommendations for students by the year 2020; technology recommendations for faculty for pedagogy and instruction by the year 2020; and technology recommendations for infrastructure needed by the year 2020.

In a discussion on open computer lab requirements, the entire committee agreed that the University may need to rethink lab configurations, including ways to include more cloud computing, electrical outlets and charges for individual laptops and stations; may need to look at utilization figures. Dave Wilde was asked to discuss these issues with the ITC at its next meeting and perhaps to strategize as to whether or not changes need to be made.

**Student Demographic Changes:** Dr. Frank Barrios
The committee has assigned tasks by interests; is gathering data on changes, obstacles and identifying challenges and proposed solutions. The committee plans to work through the challenges during the summer, solutions in the fall, and produce its report in the spring 2012 semester.

While the committee will define and identify areas where the University needs to adapt or change due to demographic changes, the committee also will look at areas where the University needs to socialize faculty, staff and students to a specific University culture, program or change.

**Student Services:** Dr. Debbie Below
One Stop Shop/Enrollment Development sub-committee will finalize its report by the first of August
Financial Aid/Scholarships sub-committee has almost completed its work
Advising sub-committee is challenging and will be looking at a number of different areas with a report due at the end of the spring 2012 semester.
Collaborations sub-committee is looking at several areas including academic camps and conferences and grant opportunities and the report will not be completed until spring 2012 semester.

Conclusion:
The Steering Committee will not meet again until the June online report has been completed. Dr. Eddleman will send out an advisory seeking open times and dates in June.

Respectfully submitted,
Diane O. Sides