ADMINISTRATIVE COUNCIL MINUTES

Date: Tuesday, February 14, 2012, 8:30 a.m.

Location: University Center, Ballroom B

Present: Dobbins (presiding), Ahmed, Ball, Barrios, Below, Bruns, Dickson, Eddleman, Fees, Fulton, Gannon, Gathman, Gentry, Grebing, Holland, Holt, Mangels, McGowan, Pujol, Randolph, Rosati, Scott, Sides, Sprengel, Vining, Weller-Stilson

1. President's Items. President Dobbins reported that he and the other two and four-year presidents met with the Governor last Thursday. It appears that the shortfall for Southeast will be $3.3 million instead of $5.5 million for the coming year. He stated that summer enrollment will be impacted since there will be no PELL grants for summer. Financial aid continues to be a critical issue for higher education.

The State Auditor's report of Southeast Missouri State was sent to members of Administrative Council. The report was reviewed and discussed. The University received an overall "good" rating which is actually a very high rating.

2. Marketing of Online Programs. The President reported that he had met with members of the Executive Staff earlier this morning and discussed expanding online programming. He emphasized that this effort cuts across all divisions and requires collaborative efforts. Gathman distributed a document detailing the goals of increasing access for students in the service area and elsewhere (especially those who are place- and time-bound) and producing new revenue with limited new enrollment. He reviewed the initiatives, marketing plan, and baseline model assumptions. Programs to be marketed are the RN-BSN and Criminal Justice in addition to generic programs. It is assumed that online students would take 9 credit hours per year. A marketing person in St. Louis would be hired to assist in promoting online programs in that region. RNTT faculty could cover additional demand as needed, and other ways of handling need could be considered as well. Everyone was encouraged to assist Gathman in his efforts.

3. Learning Management System (LMS). Gathman distributed a report on the Learning Management System (LMS) process and timeline. The LMS Committee scored all proposals last week. As soon as the short list is official (probably next week), the committee will provide links to their sites from our LMS site. The University community will have an opportunity to attend demonstrations by the finalists and complete a response form. Once the vendor is selected, the system needs to be operational by May followed by a fall pilot. It is anticipated that the University would switch from OIS to the new system in the spring or fall of 2013. Deans were asked to encourage their faculty to attend the demonstrations and provide feedback.
4. **Update on Dean Searches.** Rosati reported that finalists had been selected for the College of Education and Health and Human Services dean positions.

5. **Higher Learning Commission Report.** Rosati distributed a Quality Checkup Guide from the Higher Learning Commission. He noted that the University was approximately a year away from its Quality Checkup team visit. *(The HLC later moved up the site visit to September 2012.)*

6. **Unit Items.** Unit items were presented.

The meeting adjourned at 10:00 a.m.