Meeting Notes – Academic Leadership Council – November 13, 2013
Notes by Mary Lynne Golden

Members Present:

<table>
<thead>
<tr>
<th>Frank Einhellig</th>
<th>Chris Craig</th>
<th>Guest:</th>
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<tr>
<td>Rachelle Darabi</td>
<td>Joye Norris</td>
<td>Jane Dewberry</td>
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<td>Gloria Galanes</td>
<td>Stephanie Bryant</td>
<td>Tina McManus</td>
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<td>David Hough</td>
<td>Helen Reid</td>
<td>Clement Balasundaram</td>
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<td>Victor Matthews - absent</td>
<td>Tamara Jahnke</td>
<td>Jeff Morrissey</td>
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<td>Thomas Peters</td>
<td>Stephen McIntyre</td>
<td>Patrick Day</td>
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<td>Don Simpson</td>
<td>Kathy Coy</td>
<td>Pam Sailors</td>
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<td>Greg Rainwater</td>
<td>Cathy Pearman</td>
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<td>Ryan Giedd</td>
<td>Tom Tomasi</td>
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<td>Anson Elliott</td>
<td>Julie Masterson</td>
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Guests: Jane Dewberry & Clement Balasundaram re: Cash Audit
Greg Rainwater handed each cost center head a copy of the latest draft of the cash audit. He proceeded to explain what was handed out. Jane Dewberry proceeded to go over more in detail in regards to what comprises the audit and what is allowed and not allowed in regards to what can be sold and what would have to go to the BOG, etc. Clement informed the group to what Storefronts are (ability to collect credit cards and checks). Website that is set up to collect the money and the money is deposited straight into the bank and eliminates the human contact. The Storefront does charge a convenience fee of $2.75 per transaction on the credit card. Electronic checks are free. Jeff Morrissey spoke about the BearPass option. This is a declining balance so you have to stay aware of that. Can set up a POS system that works like a cash register in the College or site. If you don’t need an itemized receipt Computer Services has another option for just the Bear Pass.

Announcements
1) November 18 – fee requests due; Specific Program fee requests due
2) New BOG Orientation – December 12
   a) 5:00pm Faculty Senate reception, Fuldner Lounge, JKHHPA
   b) 6:30pm Academic Leadership reception/dinner, Hickory Hills CC
3) Two IR candidate interviews: Nov. 22 and 25
4) Faculty Senate Meeting—Nov 14….several new programs

Discussion Items
1) Administrative Council Highlights - Stephanie & Frank
   a) 1000 hr limitation – some students already with problems
   b) Minimum wage change Jan. 1 -- $7.35 - $7.50 per hour
   c.) Reminder: Meals-a-Million volunteer sign up (Rachelle)
d) COPHE leadership meeting with Governor – Emerging Priorities discussion

e) Status of progress and things in process on 8 goals – Special things being done!

f) December 6 – Legislative Briefing

g) BOG Discussion – First Generation

2) Request for Reduced or Subsidized Tuition Classes (Process and Forum)

   More developed way for applying for Subsidized Tuition Classes. Part of a grant; if teacher comes
   over, sponsor at state level. Form was handed out to the group. The form should come from the
   Dean. Now has to be reported to the BOG. If it is going to be on-going should be in the fee
   resolution.

3) State-level complexities
   a) MoGEA and Teacher Prep. Assessment (David)

      DESE regulates PK-12 education. By statute DESE regulates teaching education. 41
      divisions educating teachers. Will produce a “grade card” but will not just let the student be
      on there, but the University also. Going to try and get DESE to change the timeline on the
      tests for Teacher Certification

   b) Teacher Prep and Certification (Chris)

      PEC faculty are going to discuss and weigh in on the changes.

   c) Remedial/Developmental courses

      A lot of questions at the state level in regards to the meaning between developmental or
      remedial.

4) CHHS and CNAS external review on space

   In CHHS they suggest an addition to McQuery hall of 50,000 square feet. CNAS – most of the
   money had gone; Consultants in to look at the library also.

5) 8 Goals for 2013-14: Special accomplishments or things in progress
   a) Big Ideas

      Wanting some ALC people to submit information as to something new. Reporting on
      something new that the Provost doesn’t know about. Student Success will be looked at,
      retention, etc.

6) Lebanon!

   What can we do to get more out to the Lebanon site as far as classes, etc.

Looking Ahead:

Events and Due Dates

Events for October 2013 – December 2013

October 2013
3    Plaster Center Dedication and Open House – 10:30am
3    Academic Advisor Forum – “Master Advisor Refresher Workshop”, 1:30 – 4:30pm, PSU 317
10-11 Fall Break
16   Academic Advisor Forum – “How First Year Students are Prepared for the University Experience”, 11:45am – 
     12:45pm, PSU 313
18   Academic Advisor Forum – “Boots to Books: Advising & Teaching Veterans”, 9am – Noon, PSU Ballroom East
PPC-BOG Meeting, 10:30am, PSU 308 – Focus: Study Away
Board of Governors Meeting – 1:00pm, PSU 313 – Focus: Diversity; will be recognizing the Ad Team
Wall of Fame Induction – 4:00pm
Alumni Awards Dinner – 6:00pm
Homecoming

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November 2013
Public Affairs Convocation – Blake Mycoskie (TOMS Shoes), speaker
Thanksgiving Holiday – University Closed

December 2013
Academic Advisor Forum – “New Retention Center in Blackboard: What Advisors Need to Know”, 12:30 – 1:30pm, PSU 313
Academic Advisor Forum – “Addressing Common Issues when Advising Transfer Students”, 11:45am – 12:45pm, PSU 313
Last Day of Classes
Finals Period
Board of Governors Meeting
Fall Commencement
Holiday Break – University Closed