

University of Southern Indiana
Council of Department Chairs and Program Directors Meeting
Wednesday, October 25, 2023
8:30 a.m.
BE 3024

The meeting began at 8:31am on 10/25/2023.

1. Approval of minutes from September 27, 2023
Minutes approved.
2. Announcements
Call for topics to discuss. Contact Andy Buck with any topics or issues to the council.
3. Discussion items:
 - a. *Faculty evaluations and FARs* – Amy Chan Hilton, Director of Center for Excellence in Teaching & Learning
 - i. Content and resources will be shared from Amy through Andy
 - ii. Discussed purpose of review process, opportunities, considerations, setting expectations, and facilitated discussion.
 - iii. Interim Associate Provost Hardgrave- be mindful of the forms to use, watch dates to ensure plenty of completion times.
 - b. *Managing grants in departments and programs* – Amy Chan Hilton, Director of Office of Sponsored Projects & Research
 - i. Wide range of grant opportunities (federal, state, and private)
 - ii. Cost rates & Incentives examples
 - iii. USI Internal grants opportunities, apply by October 30
4. Open items
Ended meeting 9:46am

Next meeting: November 29, 2023

Coffee, hot tea and water will be available from 8am

Attendance:

Oana Armeanu
Elizabeth Wilkins
Bartell Berg
Andy Buck
Jody Delp
Renee Frimming
Mikel Hand
Emily Holt
David Hitchcock

Marna Hostetler
Leigh Anne Howard
Jessica Jensen Garces
Paul Kuban
Amie McKibban
Chad Milewicz
Tom Noland
Oana Popescu-Sandu
Kenneth Purcell

Moriah Smothers
Melissa Stacer
Sarah Stevens
Kyle Mara
Ken Walsh
Paul Weimer
Jason Hardgrave
Amy Chan Hilton