

University of Southern Indiana
Council of Graduate Program Directors and Chairs
October 19, 2016

Attendance: M. Rowser (Chair), B. Beach, G. Bower, C. Conaway, S. Frank, M. Hall, M. Hanka, M. Hostetler, L.A. Howard, S. Rode
 Mr. David Bower (Director, Development)
 Dr. B. Thomas Longwell (Director, Counseling Center)
 Ms. Bonita Rinks (Director of Field Education, Social Work)
 Ms. Tracy Sinn (Assistant Registrar, Registrar)

The meeting was called to order at 1:34 p.m.

The Minutes from the September 21, 2016 meeting were reviewed. One correction to be made under 'Closing Announcements': Program Reports changed to Program Updates. Dr. Hanka made the motion to approve them, and the motion was seconded by Dr. M. Hall. The minutes were approved.

Topic	Discussion	Decision
Announcements Counseling Center (Dr. Thomas Longwell)	Dr. Longwell informed the council of the Counseling Center responsibilities and the services provided to USI students. Opportunities for faculty/staff to alert the university of a problem through the: <ul style="list-style-type: none"> • CARE Team • DOSO office Please contact Dr. Longwell for more information.	Information only
New Business Fundraising (Mr. David Bower)	Mr. Bower informed the council of Development's history and role at the university, as well as different opportunities to provide funding for graduate students. He stated that Fund development is about relationships, and provided examples. Dr. Rowser would like the council to explore areas for graduate student funding opportunities including graduate assistantships.	More discussion needed

<p>Ed.D. Program Proposal (Dr. Bonnie Beach & Dr. Paul Theobold)</p>	<p>The council discussed the Doctor of Education (Ed.D.) in Educational Leadership proposal submitted by Dr. Theobold. Dr. Theobold was teleconferenced into the council meeting for questions.</p> <p>The council was concerned about the proposal presentation, including questions about:</p> <ul style="list-style-type: none"> • Area demographics - OCU not included in proposal • Community Based Model – add more information to model description • GRE requirement – recommend to have a minimum score • Center for Communal Studies Connection (pg. 7) – recommend to develop more, if keeping in proposal • Outcome measurements – how to assess student understanding • Carnegie Connection – introduce sooner in proposal • Online courses – add in proposal 	<p>Dr. Theobold will update proposal accordingly and present new one week before next council meeting. Dr. Theobold will also be present at our next meeting to discuss further.</p> <p>Further questions can be emailed to Dr. Beach.</p>
<p>Out-of-State Tuition Proposal (Dr. Charles Conaway)</p>	<p>Dr. Conaway wrote a proposal to reduce the tuition from Out-of-State to In-State for Illinois residents. This proposal is similar to the undergraduate scholarship that Illinois residents receive.</p> <p>The proposal was originated by student’s informing Dr. Conaway of their inability to stay in the program due to tuition burden.</p>	<p>Dr. Rowser asked the council to update her of similar experiences.</p> <p>Dr. Leigh Ann Howard made the motion to endorse Dr. Conaway’s proposal, and the motion was seconded by Dr. Hanka. The motion was approved.</p>
<p>Old Business Graduate Faculty Travel & Graduate Student Funds</p>	<p>The council was presented new qualifications for the Graduate Faculty Travel and Graduate Student Funds.</p> <p>Graduate Studies plans to make application into an online form.</p>	<p>Dr. Leigh Anne Howard made the motion to approve the qualifications, and the motion was seconded by Dr. Hanka. The motion was approved.</p>
<p>Other Degree Works (Ms. Sandy Frank & Ms. Tracy Sinn)</p>	<p>Ms. Sinn informed the council the Degree Works was available to use with Graduate Students that enrolled after 2013, excluding MALS students. Degree Works does take expiration</p>	<p>Information only</p>

	<p>dates into consideration.</p> <p>Ms.Sinn also informed the council that several paper forms will be replaced by online forms in the near future. Graduate Studies will have links on our website.</p>	
Academic Integrity Policy	Per Dr. Blunt, the Academic Integrity Policy is staying the same.	Information only
Program Reviews	The MSE needs volunteers.	Please contact Dr. Rowser if you would like to volunteer for this program review.
Brochure for International Students	The International Office is updating the brochure for International Students interested in Graduate Programs.	If your program qualifies for international student acceptances, please send Dr. Rowser 250 words describing your program.
Program Highlights	Decision only	Please send Program Highlights to Dr. Rowser.

The next meeting will be **Wednesday, November 16, 2016** at **9:00 a.m.** in **Orr Center 3076.**

This meeting was adjourned at 3:30 p.m.