

**University of Southern Indiana**  
**Council of Graduate Program Directors and Chairs**  
**February 15, 2017**

ATTENDANCE: M. Rowser (Chair), C. Conaway, J. Dickerson, S. Frank, M. Hanka, M. Hostetler, L.A. Howard, T. McDonald, S. Rode, J. Smothers, K. Valadares  
 Guests: L. Smith (GSPN), S. Diekmann, H. Gregori-Gahan

The meeting was called to order at 1:33 p.m.

The minutes from the January 18, 2017 meeting were reviewed. Dr. Howard made the motion to approve them, and the motion was seconded by Dr. McDonald. The minutes were approved as written.

Topic	Discussion	Decision
<b>Announcements</b>	Graduate Studies & Alumni Services Eagle Hour event will be March 16, 2017 from 5:00 p.m. to 7:00 p.m. at the Acropolis. All are encouraged to attend.	Information Only
<b>Old Business</b> Fundraising	Dr. Rowser requests council feedback on the email from Mr. Bower. This email outlined the \$15,000.00 for the next academic year in lieu of a silent auction or donor sponsorship of two graduate assistantship positions.	Dr. Rowser would like feedback sent by email or bring ideas to the next council meeting.
<b>New Business</b> USI Factbook – Ms. Stephanie Diekmann	Ms. Diekmann presented the new online version of the USI Factbook. This is accessible to all and can be accessed through the Office of Planning, Research and Assessment website.  The Factbook includes three areas of data: student, faculty and course.	Information Only
Sponsors & International Students – Heidi Gregori-Gahan	Ms. Gregori-Gahan presented a Fulbright update to the council. USI currently has three Fulbright sponsored students.  Fulbright applicants are vetted by Sponsoring Agencies such as AMIDEAST, LASPAU, World Learning, and IIE – question the amount of additional vetting required upon application to USI?	Ms. Gregori-Gahan would like to connect IIE program officers and USI program directors/chairs via Skype to discuss sponsoring program requirements  Graduate Studies will review our admission process and determine process to eliminate unnecessary steps to decrease processing time for Fulbright/international sponsored applicants. Will discuss at next meeting
Graduate Student Professional Network – Lauren Smith	Ms. Smith provided the council with updates of the Graduate Student Professional Network (GSPN). The GSPN sends out Newsletters in February and September that include: <ul style="list-style-type: none"> <li>• Student Spotlight</li> <li>• Faculty Advice</li> <li>• Networking Events</li> </ul>	Information Only

	<ul style="list-style-type: none"> <li>• Travel/Research Information</li> </ul> <p>The GSPN has begun a Connect Program. 23 graduate students are involved. This program matches first year students with more experienced graduate students.</p> <p>The GSPN will host their Open House/Networking Event on Monday, April 10, 2017 from 4:30 p.m. – 6:30 p.m. at the McCutchan/Pace Art Gallery. All are encouraged to attend. Ms. Smith will send more information to program directors to promote.</p>	
David L. Rice Library Strategic Plan – Ms. Marna Hostetler	<p>Ms. Hostetler presented the David L. Rice Library’s Strategic Plan for year 2017 through 2021. Some key points included:</p> <ul style="list-style-type: none"> <li>• High-Quality collections</li> <li>• Enhanced library spaces to meet changing needs</li> <li>• Training Modules for Library staff</li> </ul>	Information Only
<b>VI. Other</b> Graduate Studies – Marketing (Lindsey)	<p>Ms. Gibson provided the link to the Jennings and Josephine Carter Graduate Scholarship application. The deadline for Graduate Students to apply is March 15<sup>th</sup>. This will be promoted heavily on Social Media and Emails. Selection of seven students will be made in April.</p> <p>Graduate Studies will create a Marketing Plan for the Browning Endowment. Future promotion material will be made available to the council.</p>	Ms. Gibson has asked the council to provide a short paragraph introducing the director and program to a prospective student. These emails will be sent to prospective student to encourage them to complete an application.
Admission Criteria	<p>Dr. Rowser has asked the council to send decision letters to <a href="mailto:Graduate.Studies@usi.edu">Graduate.Studies@usi.edu</a> before sending letter to students.</p> <p>Ms. Gibson is updating the Graduate Studies website to read same as bulletin regarding Admission GPA criteria.</p>	Dr. Rowser would like the council to create a proposal for competency based admission and submit feedback for proposal by email. Current policy reads that students are eligible to apply, however, check with program director for requirements. Dr. Rowser will compile wording for next meeting.
Scholarships	<p>Spring 2017 Scholarship Amounts: Diversity: \$11,500.00 Need Based: \$5,750.00</p>	Dr. Rowser has asked the council to provide scholarship recipient names by email as soon as possible.

The next meeting will be April 19<sup>th</sup>, 2017 at 1:30 p.m. in University Center 2202.

The meeting adjourned at 3:00 p.m.