

**University of Southern Indiana
Council of Graduate Program Directors and Chairs
May 23, 2018**

ATTENDANCE: M. Rowser (Chair), C. Conaway, J. Dickerson, T. Engbers, S. Frank, and M. Hall, M. Hostetler, T. Hunt, J. Jensen, J. Smothers,
Guests:

The meeting was called to order at 10:05 AM

| Topic | Discussion | Decision |
|---|---|--|
| Announcements | The council welcomes Dr. Trent Engbers as the new director of the Master of Public Administration program. | Information |
| Old Business Certificates | Dr. Rowser presented information on undergraduate/graduate level certificates from universities in Indiana and Kentucky as examples for the directors to review when considering the minimum credit hour requirements for certificate programs. Dr. Hunt asked if each program would have a separate set of identified program goals/objectives/prefixes for certificates. | Information & needs further discussion |
| New Business Duel Credits | Defer until next meeting | |
| Other Marketing and Recruitment | Lindsey Gibson reported on an online PDF brochure for Graduate Studies in the upcoming year. Ms. Gibson also spoke about outcomes of recent Graduate Studies events. The Karaoke Night with the Graduate Student Professional Network was a huge success with 40 students participating. | Information |
| Revised form to Establishing/Renew graduate assistantship | Human Resources requested a revision to the graduate assistantship form. The new form will include a space to name the previous graduate assistant and the student's residency status. Graduate assistantships must be renewed every year. | Information |

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| Summer Scholarships | Dr. Rowser reported receiving seven student recommendations for summer scholarships. Each student received \$750. Dr. Rowser advised additional funds are available for need based scholarships. | Information |
| HLC Requirements | The University received notice that there were two subcomponents of standard III of the HLC report that needed to be addressed by all graduate programs | Dr. Rowser asked the council to email her a brief explanation of how their program will address the HLC report. |
| Program Highlights | <p>Dr. Jensen reported that the next Graduate Studies Colloquium would be on April 5, 2019 in Carter Hall.</p> <p>Dr. Rowser will send a list of students who have not registered for the fall term to the program directors.</p> | Information |

The next meeting will be August 15, 2018 at 10:00 a.m. – 11:30 a.m. in OC3076.

The meeting was adjourned at 11:15 a.m.