

University of Southern Indiana
Council of Department Chairs and Program Directors
Wednesday, September 28, 2016
8:30a.m.
BE 3024

Present: O. Armeanu, A. Bambina, S. Blunt, G. Bower, B. Broshears, J. Burger, A. Chan Hilton, C. Conaway, V. DeCoster, A. Foroughi, R. Gennaro, M. Hanka, J. Hardgrave, A. Hillyer, D. Hitchcock, R. Hudson, J. Kilbane, P. Kuban, N. LaRowe, B. McGuire, A. McKibban, M. McKnight, R. Millard-Mendez, S. Mujumdar, K. Parsons, S. Rode, K. Valadares, E. Wasserman, E. Zlatkovska

1. Call to order – 8:30am (Iris Phillips)
2. Minutes from April 20, 2016 were approved without changes.
3. Dr. Rochon Remarks
 - a. Promotion and Tenure: Revisions to the P&T process are continuing to move forward. The Provost's office has received positive feedback from faculty thus far on the proposed revisions.
 - b. Presentation by higher education attorneys: An afternoon informational session with attorneys Jerry Blakemore and Dana Scaduto took place on September 19, 2016. Feedback regarding the session has been positive.
 - c. Early alert reporting: Dr. Rochon has received positive student feedback on receiving early alert grades. Dr. Rochon expressed his appreciation to all faculty for turning in early alert reporting on time, as early alerts are a big asset to retention across campus.
4. Dr. Bennet Remarks
 - a. A proposed university budget has been submitted to the Commission for Higher Education. If fully funded, it would equal approximately 2.3 million dollars of performance funding. Performance funding is dependent on four items: on-time four-year degree completion; relative retention rates; at-risk student success rates (Pell Grant students); and overall graduation rate. USI is stable on retention (70%) and has increased the numbers for the other three categories. Dr. Bennet also requested two line items in the 2017-2019 operating budget: \$2 million for STEM and \$750,000 for on-campus security enhancements. In addition, she asked for funding for total renovation of the Physical Activities Center, which would allow USI to move the Public Safety office over to the PAC.
 - b. The University is in the beginning stages of the master planning process for the entire campus, evaluating campus needs. One area of concern is student housing, which is currently at a 98% occupancy.
 - c. Strategic Plan: Work continues on proposed modifications to USI's Strategic Plan. Dr. Bennet discussed the possibility of including NSSE and Gallop Poll metrics in her presentation to the Board of Trustees in November 2016. She presented some preliminary metrics to the Council, including: 69% of USI

students reported strong support from faculty; 73% of USI students reported good support for their overall well-being; 76% of USI students reported good support to succeed academically. All of these metrics were higher than other Great Lakes public universities as well as other institutions in our Carnegie classification. USI is below the average on intentional conversations with diverse others and higher order learning (the ability to look at information and interpret it).

- d. Overall USI enrollment is up for the first time in four years. However, undergraduate enrollment is down for the 2016-2017 academic year.
5. Thunderbolts collaboration – Beth Young and Jason Langley
 - a. See attached handout
 - b. The Evansville Thunderbolts are providing USI with the opportunity to promote the university/programs/organizations/etc. at home games for the 2016-2017 season. There is a limit of three organizations per game. Each of the organizations participating will receive two free tickets to the game for the individuals manning the promotional table and the remainder of the organization can purchase tickets at a group rate.
 - c. Department chairs can go to the Sign Up Genius link included on the attached flyer to register for a particular game.
6. Open discussion about future meetings
 - a. Amy Chan Hilton will resume the Chairs Community of Practice discussions again this academic year. These informal discussions will take place the Wednesday after Council of Department Chairs and Program Directors meetings, at 9:00am.
 - b. Topics suggested for discussion at future Council of Chairs meetings for the 2016-2017 academic year:
 - i. Evaluation of administration (e.g. Registrar, Financial Aid, Admissions, etc.). Discussion of possible types of assessments that could be used for evaluation took place. Further discussion is needed.
 - ii. Having representatives from certain university offices (e.g. Registrar, IT, Admissions, Marketing, Graduate Office, etc.) discuss important issues pertaining to their office and opportunities for growth/how to work well with departments to make this growth happen
 - iii. Function of the Council of Chairs (e.g. informative, conversational, etc.). Discussion centered on it being a way to communicate and a support body for Program Chairs, and that the original intent was not to be a governing body.
 - iv. Budgets – ways to complete budgets correctly and be proactive with budget preparation
 - v. Webpage updates and structure
 - vi. Human Resources – information on Title VII and Title IX, faculty recruiting, interview process for full-time faculty, faculty evaluations
7. Next meeting date: Wednesday, October 26, 2016 at 8:30a.m. in BE 3024

8. Adjournment – 9:50am