

**Council of Chairs and Program Directors
Meeting Minutes
April 18, 2018**

Present: Oana Armeanu, Shelly Blunt, Glenna Bower, Brody Broshears, Andy Buck, Amy Chan-Hilton, Chuck Conaway, Vaughn DeCoster, Cindy Deloney-Marino, Bill Elliott, Abbey Foroughi, Julia Galbus, Sukanya Gupta, Matt Hanka, Audrey Hillyer, Rick Hudson, Paul Kuban, Julie McCullough, Melinda Roberts, Silvia Rode, Todd Schroer, Jeff Seyler, Jack Smothers, Sarah Stevens, Sally Vogl-Bauer, Elliot Wasserman, Peter Whiting, Gabriela Mustata-Wilson, Emi Zlatkovska

The meeting was called to order at 8:32 a.m. by Chair Bill Elliott.

Announcements – Provost Ronald Rochon: Faculty who earn tenure and promotion this spring will be invited to the Board of Trustees meeting on April 27 to be formally recognized.

The Provost provided an update on student evaluations. Rich Bennett and Peter Whiting with Faculty Senate have been working with colleagues to develop the instrument and will be finalized during the summer.

The Provost announced that the Indiana Commission for Higher Education has conducted an expedited review for our new statistics major.

The fall Faculty Convocation is scheduled for Friday, October 12. The Provost's office has already received the recommendations of award recipients from the FASTRAC committee.

The partnership with Fisk University in Nashville is moving forward. Six students (four MHA students and two juniors) will be on campus in the fall. The Provost thanked Kevin Valadares for his assistance in this effort.

The Provost emphasized the importance of a search waiver regarding the hiring of faculty positions, especially with respect to attracting faculty of color. He made a plea to us to work on these demographic challenges. He hopes HR comes back to Faculty Senate and the Council of Chairs to present a finalized policy.

The Provost announced that 100-140 jobs were being eliminated at Western Kentucky University and 90 jobs are being eliminated from Eastern Kentucky University. The provost emphasized again the importance of chairs and program directors acting as recruitment and retention officers, and not rely solely on the admission office to attract students to our programs.

USI Search Waiver Process– Sarah Will: Sarah Will announced that tenure track positions are posted in the Chronicle of Higher Education or a relevant a national publication for 30 days. Discussion ensued. A question was asked if this search waiver process apply to only positions that are underrepresented or is it open to all positions. Sarah Will plans to visit and discuss this with the Faculty Senate on April 20.

USI Honors Program – Sarah Stevens: Sarah discussed Honors Program policies, including minimum GPA and capstone projects. She wants these projects to be a true capstone that can be showcased, and hopes to align the capstone projects with the annual Endeavor Symposium.

NACEP Accreditation - Jaclyn Dumond: USI's CAP program is the 13th program to receive National Alliance of Concurrent Enrollment Partnerships (NACEP) accreditation. CAP strives to adhere to quality standards. Faculty liaisons are paid to provide guidance to CAP instructors. Application will be submitted in 2019 for reaccreditation. 20-25% of former CAP students matriculate through USI.

Approval of minutes from March 28, 2018: Approved without objection.

Council Officers for 2018-2020 (Chair: William Elliott; Vice Chair: Kimberly Parsons; Secretary: Andrew Buck): The nominated slate was officially approved unanimously

Announcements: The chairs and directors retreat will be held on August 13, 2018 (the day before university meetings) from 8 a.m. to 4 p.m. in the Griffin Center. The academic leadership team will be included and invited. Any ideas to discuss at the retreat should be sent to Bill. Someone external to university will provide leadership training. Breakfast lunch, and snacks will be provided.

For those transitioning in and out of their positions, please let Bill know who is a new chair and who is leaving.

Amy Chan Hilton announced that the new faculty orientation will be held on August 9-10. HR will conduct a separate orientation on August 8.

Silvia Rode provided statistics on foreign investment in Indiana, many of them small and mid-sized companies.

The meeting adjourned at 9:40 a.m.

Respectfully submitted,
Matt Hanka, Secretary