

**University of Southern Indiana
Council of Department Chairs and Program Directors
Meeting Minutes
January 26, 2022**

Present:

Oana Armeanu, Paul Arthur, Bartell Berg, Michael (Brody) Broshears, Shelly Blunt, Andrew Buck, Ryan Butler, Kristie Byrns, Amy Chan Hilton, Charles (Chuck) Conaway, Charlotte Connerton, Belle Cowden, Cindy Deloney-Marino, Michael Dixon, Wes Durham, Trent Engbers, Jennifer Evans, Abbey Foroughi, Renee Frimming, Erin Gilles, Sukanya Gupta, Melissa Hall, Jason Hardgrave, Kimberly Hille, David Hitchcock, Marna Hostetler, Rick Hudson, Jessica Garces Jensen, Paul Kuban, Julie McCullough, Amie McKibban, Chad Milewicz, Becca Neal, Thomas Noland, Monica O'Neal, Marie Opatrny, Oana Popescu-Sandu, Kenny Purcell, Jill Raisor, Erin Reynolds, Todd Schroer, Jack Smothers, Melissa Stacer, Sarah Stevens, Connie Swenty, Wendy Turner, Kevin Valadares, Ken Walsh, Elliot Wasserman, Sean Weir, Amy Wilson, Stephanie Young, and Emilija Zlatkovska.

Meeting was called to order at 8:31am by Chair Hille.

Approval of the minutes from November 17, 2021: The minutes were approved without objection.

Announcements:

Amy Chan Hilton, Director of Center for Excellence in Teaching and Learning: Announced the 6th Annual Celebration of Teaching and Learning Symposium will be held virtually on February 10, 2022. Keynote Speaker is Dr. Tina Bhargava, Kent State University. The schedule is listed on the website.

Open Class Celebration: Faculty visiting Faculty on February 7-9 and February 15-18, 2022, more information can be found on the Center for Excellence in Teaching and Learning website.

Emilija Zlatkovska, Interim Executive Director Center for International Programs and Director of Intensive English Program: Announced Food Expo is back. The event is on February 18, 2022, in Carter Hall from 10:30am-2:30pm.

Study abroad paperwork needs to be completed at least 6 months in advance for approval process. Please reach out to the office for support.

Discussion items:

Monica O'Neal, Director of Service Learning: Spoke about service learning and how it relates to USI's strategic plan, which falls under goal #2 Foster Impactful Engagement. To increase the goal, we need a definition and/or list of examples of service-learning activities, and an accurate way to document the service-learning activities.

Becca Neal, Assistant Director, Research Management and User Experience: Gave a PowerPoint presentation on Open Education Resources. Chair Hille will send the slides to the council members.

Associate Provost Shelly Blunt, Executive Director Online Learning: Information on Banner 9 was given to the deans for feedback from chairs to make a recommendation regarding decisions on drop roster (gives the faculty the ability to drop a student for non-attendance), attendance tracking, holds versus alt. pins (alt pin is student and term specific, and have the option to set the date on when it can be removed), and faculty feedback.

Other items: Chair Hille will be taking nominations for the Council Chair, Vice Chair, and Secretary positions at the next meeting.

Meeting adjourned at 9:17am.

Next meeting: February 23, 2022, at 8:30am.

Respectfully submitted,
Renee Frimming, Secretary