



CONGRESS

**Monday, December 10, 2018
University Hall Room 215
3:00 pm**

Minutes

Present: Janet Buckenmyer, Linda Sperry, Carrie Ball, Larry Tinnerman, Steve Gruenert, Shawn Huisinga, Eric Hampton, Ryan Donlan, Chris MacDonald

Meeting called to order at 3:03 p.m.

1. Approval of minutes for November 12, 2018 (E. Hampton/R. Donlan, 4-0-2)
2. New Business
 - a) Graduate Student Research Fund Report: L. Sperry reported the BCOE research fund has been expended to support 7 students in Communication Disorders and 1 student in CIMT. The first CIMT student who was awarded funds did not complete the project and was asked to return the funding, which was re-allocated to another CIMT student.
 - b) CDCSEP Department Name Change- Applied Clinical and Educational Sciences (Chris MacDonald). Approved (C. Ball/R. Donlan, 6-0-0)
 - c) Practitioner Based Doctorates (Subcommittee). Kandace Hinton has requested formation of a subcommittee to explore this option, including a representative from each department. L. Tinnerman inquired whether the option would be cross-program/cross-disciplinary; L. Sperry indicated that would be something for the subcommittee to explore. L. Tinnerman (T & L), R. Donlan (EDLR), and E. Hampton (CDCSEP) volunteered. L. Sperry will reach out to Anna Viviani, Mark Frederick, and Robin Burden to request their participation.
 - d) Merit Pay – T & L have formed a committee that will present a draft to the department in January; CDCSEP will discuss a draft at the December department meeting. EDLR is working to form a committee; it has not yet met.
3. Old Business

- a) C. Ball indicated that Personnel Review policy revisions will need to be placed on the January agenda.
4. Faculty Senate Representative Report
 - a) There will be a “Day of Giving 3/13/19”
 - b) Senate approved New TEC handbook language; constitutional changes will be considered in January
 - c) Steve Neiheisel offered a Strategic Enrollment Management update. Projected enrollment for Fall 2019 is down. A series of short-term initiatives, including a focus on retention/completion and changes to financial aid practices, are underway. Long-term initiatives will be discussed in more depth during Spring 2019, and there will be opportunities for faculty to be involved in those discussions.
5. Dean’s Report
 - a) New ADA-compliant accessible entrance facing 8th Street. Projected to be open in February due to delay in ordering the doors.
 - b) Capital funding request for \$142,000 to install 68 security cameras in UH and the ECEC.
 - c) Strategic initiatives include the ECEC, proposal to the state legislature for a Whole Child Resiliency Center, and strategic planning committee will be seeking feedback on updated mission and vision statements.
 - d) Malea Crosby is working on the CAEP self-study as we speak; documents will be under review during December and January. We still have some work to do, expect all hands on deck.
6. Chair’s Report – none.
7. Open Discussion
 - a) S. Gruenert inquired about a preferred date for submitting dissertations to the Dean’s office for review. The official date is two weeks before the deadline for submitting to CGPS; however, an earlier submission (e.g., February 1 for spring graduation) would be preferable.
 - b) L. Tinnerman asked whether a how-to video would be helpful regarding the timeline for dissertation submissions. L. Sperry indicated a video is probably unnecessary due to a 7-step checklist that outlines all requirements for dissertation proposal submissions.
 - c) E. Hampton noted that we discussed dissertation committee membership and leadership at the open meeting and did not reach a clear consensus. For example, who is able to chair a committee? What defines an “outside” member? The same issue has been raised by Graduate Council without

resolution. It would be preferable for CGPS to define membership more clearly. Maybe it would be appropriate to allow anyone in the college to chair for any student in the college. It could be appropriate to designate roles on the committee (e.g., content expert, methodological expert, individual outside the major area) and encourage committee members to take a more active role. It will be important to think through issues related to programs that cross disciplines (e.g., CIMT courses with specializations).

- d) A report was issued from Academic Affairs regarding courses with empty Blackboard pages. There was discussion regarding the reasons for not having grades entered in the gradebook.

Meeting adjourned at 3:59 p.m.

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