Iowa State University

Graduate Council

MEETING MINUTES

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| ***Meeting: Graduate Council*** | ***Key Roles*** |
| Date: October 26, 2022Place: 3150 Beardshear Hall | Meeting Leader: Monica Haddad, Chair |
| Start Time: 2:15 pm | Support: Natalie Robinson, Celina Turner |
| End Time: 3:30 pm |  |

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| **TIME** | **TOPIC** | **DISCUSSION LEADER** |
| 2:15 | Call to Order* Attendance and seating of substitute council members
	+ Doug Smith for Michael Brown, Thomas Schrier for Chunhui Xiang, Celina Turner for Samantha Hirschman
 | Haddad |
| 2:15 | Announcements and Remarks* Graduate Council Chair, Monica Haddad
* Graduate Dean, Bill Graves
	+ 3MT is about to start in earnest with the preliminary round on October 27. We had 105 applications this year, which is a new record. A wide variety of disciplines are represented this year, so please consider attending. The final round will be held on November 10.
	+ A memo was circulated by Provost Wickert. It announces that as part of the Workday Student implementation effort, the university catalog and the Graduate College Handbook will be frozen through AY 2024–2025. Therefore, any policy changes the Graduate Council wishes to make should be made this semester. After this semester, it’s unlikely that we can implement changes for about a year. There will be a process for pressing changes that need to be made, but the bar is set high for those exceptions.
* Graduate College Office, Natalie Robinson
	+ One caveat to the Graduate College Handbook freeze is that anything that’s not going to affect the configuration of Workday Student will have a little more leniency in being changed. Anything impactful will be deferred until Fall 2025. She is happy to be a resource if anyone has questions or can take those questions back to the Workday Student project to see if specific items will impact configuration.
 | Haddad, Graves, Robinson,  |
| 2:35 | Consent Agenda* Agenda for October 26, 2022, meeting
* [Minutes](https://www.grad-council.iastate.edu/sites/default/files/2022-2023/September%202022/GC%20September%202022%20Minutes_ct.docx) for September 28, 2022, meeting
* Items from Grad Catalog Curriculum Committee:
	+ [Master of Accounting Analytics](https://www.grad-council.iastate.edu/sites/default/files/2022-2023/October%202022/BoR%20-%20Form%20A%20-%20Online%20Master%20of%20Accounting%20Analytics%20Proposal%202022MAR02.pdf)
	+ [Professional Master of Business Administration](https://www.grad-council.iastate.edu/sites/default/files/2022-2023/October%202022/Form%20A%20-%20New%20program%20rev%202021%20PMBA%20revised%20102022.docx)
	+ Dual-listed courses:
		- [MTEOR 454/MTEOR 554X](https://nextcatalog.registrar.iastate.edu/courseadminx/?key=2631)
		- [SOC 433X/SOC 533](https://nextcatalog.registrar.iastate.edu/courseadminx/?key=2635)
		- [CPR E 480/580X](https://nextcatalog.registrar.iastate.edu/courseadminx/?key=2612)
 | Haddad |
| 2:40 | Old Business* [UG credit on POSC](file:///%5C%5Cmy.files.iastate.edu%5Cgcol%24%5CUsers%5Cnbr%5CGrad%20Council%5CGC%202022-2023%5COctober%202022%5CUG-G%20credits-institution%20comparsion%20for%20credit%20requirements.docx)
	+ Pranav, Degang, Steven L.
		- Lonergan: As a subcommittee, we researched how peer institutions manage undergraduate-level credits on graduate programs of study. If these institutions had limitations on 400-level courses, it was generally 6–9 credits that could be used. Most institutions didn’t comment on when the credits were taken. Individual programs at these institutions do have some flexibility. Other institutions put limitations on the minimum number of graduate-level credits. For example, they might say 15 credits must be graduate-level coursework. In general, there’s a lot of variation.
		- Cutrona: The Economics department strongly supports the idea to allow 300- and 400-level courses taken as an undergraduate toward the graduate degree. This will help increase enrollment in the master’s program. Ensuring the student has the requisite knowledge is more important than how they were classified when they took the course.
		- Bailey: The main response received from his constituents was some confusion around how this will apply to their programs.
		- Morgan: If we allow 300- and 400-level courses taken as an undergraduate toward the graduate degree, the policy about undergraduate-level courses taken as a non-degree-seeking undergraduate should also go away.
			* Robinson: That would need to be addressed separately. The Registrar and other offices would need to be involved due to the impact on tuition.
		- Bartlett: How are we determining what’s counted and what’s not? For her degree audit, her advisor would have to physically manipulate where courses go. An undergraduate student wouldn’t have the forethought to know if the course may be used toward the graduate degree.
		- Mosher: There should be a way to share this with academic advisors. We should put someone from this council on the undergraduate council, or vice versa, for reporting purposes. There’s a disconnect there.
		- Haddad: There are some different scenarios being presented. Do we want to vote?
		- Freeman: I make a motion to keep the current policy.
		- Nair: I second the motion.
		- Cutrona: I vote no.
		- Bailey: I don’t think my constituents were very clear on this point. They objected to double counting undergraduate courses toward the bachelor’s and master’s degrees. I think their response would be along these lines.
		- Freeman: It’s sending mixed messages to say 300- and 400-level courses taken as an undergraduate will count toward the graduate degree. Other universities may not accept these credits, so we need to be clear that they may only count if the student pursues the graduate degree at ISU.
		- Lonergan: I will probably vote no. As an alternative, I would say allow 400- and 500-level courses taken as an undergraduate.
		- Haddad: Take this policy as it is currently back to your constituents and bring options or suggestions to the next meeting.
		- Freeman: I withdraw my motion. I’ll see what options come to the table.
		- Nair: I withdraw my second to the motion.
* Naming of Master’s Degrees
	+ Young-Jin, Gretchen, Xiang
		- Mosher: The peer institutions we researched differed across locations. Some institutions did not call the coursework-only degree a Master of Science.
		- Lee: Some institutions did not have a definition of the Master of Science degree.
		- Song: To be competitive with peer institutions, we must offer the coursework-only MS degree. MS students must have some exposure to the research process, but that can be achieved through other routes. They can take courses that emphasize research methods, presentations, etc.
		- Lonergan: My constituents were generally not in favor as they feel this would dilute the MS degree. How would we distinguish the difference? Would we not distinguish between students who do the extra work with research and those who don’t?
		- Cutrona: HCI is in favor of granting the coursework-only MS degree. This would help increase enrollment.
		- Lonergan: Are we going to be motivated by enrollment and the number of students? Or are we going to set that aside and try to determine the best educational model for our students? Enrollment is only part of the argument.
		- Mosher: Some industries don’t care if it’s an MS or not as long as the student has the knowledge.
		- Haddad: Thank you to the subcommittee for your work. We don’t have any policy options written. Please bring options to the next meeting, and we will vote.
* [Documenting changes to the Graduate College Handbook](file:///%5C%5Cmy.files.iastate.edu%5Cgcol%24%5CUsers%5Cnbr%5CGrad%20Council%5CGC%202021-2022%5CApril%202022%5CDocumenting-Archiving-Grad-Handbook-Changes.pdf)
 | Haddad |
| 3:10 | New Business – did not discuss due to lack of time.* [Procedure/Policy for appointing current graduate faculty to majors](https://www.grad-council.iastate.edu/sites/default/files/2022-2023/September%202022/Appointing%20Current%20GF%20to%20Majors_Redacted.pdf)
* [Dissertation/Thesis/Creative Component Language in the GC Handbook](https://www.grad-council.iastate.edu/sites/default/files/2022-2023/September%202022/DissThesisCC%20language%20to%20Handbook.pdf)
* Other subcommittee work: establish timeline for reports out to Council
	+ Review Council By-Laws/Constitution
		- Dean Graves
	+ English Requirement and International 3-year degrees
		- Michael Bailey, Donna, Sung
	+ Handbook Rewrite
		- Christine, Efrain, Emily (Natalie as ex-officio to clarify policy that can be changed by this body vs. university policy as needed).
	+ Student Health and Wellness Policy
		- Ajay, Carolyn, Caitlyn, Michael Brown
	+ Supervision of Postdoctoral Scholars
		- Steven F., Elizabeth Elliott, Susheel Kumar Nethi, Misty Treanor, ex-officio for policy clarification
 | Haddad, Robinson |
| 3:25 | Other Items/Issues |  |

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| **First Name** | **Last Name** | **Discipline Area** | **Aug** | **Sept** | **Oct** | **Nov** | **Dec** | **Jan** | **Feb** | **Mar** | **Apr** |
| Monica | Haddad | Arts & Humanities | P | P | P |  |  |  |  |  |  |
| Gretchen | Mosher | Biological & Agricultural Sciences | Sub | P | P |  |  |  |  |  |  |
| Michael | Brown | Social Sciences & Education | P | P | Sub |  |  |  |  |  |  |
| Young-JinPetruta | Lee (Fall)Caragea (Spring) | Physical Sciences, Math & Engineering | P | P | P |  |  |  |  |  |  |
| Chunhui | Xiang | Social Sciences & Education | P | P | Sub |  |  |  |  |  |  |
| Steven | Lonergan | Biological & Agricultural Sciences | P | Sub | P |  |  |  |  |  |  |
| Emily | Morgan | Arts & Humanities | P | P | P |  |  |  |  |  |  |
| Carolyn | Cutrona | Social Sciences & Education | P | P | P |  |  |  |  |  |  |
| Michael | Bailey | Arts & Humanities | P | P | P |  |  |  |  |  |  |
| Donna | Winham | Biological & Agricultural Sciences | P | P | P |  |  |  |  |  |  |
| Iddo | Friedberg | Biological & Agricultural Sciences | P | A | A |  |  |  |  |  |  |
| Degang | Chen | Physical Sciences, Math & Engineering | P | Sub | P |  |  |  |  |  |  |
| Ajay | Nair | Biological & Agricultural Sciences | P | P | P |  |  |  |  |  |  |
| Sung YellJin | Song (Fall)Tian (Spring) | Physical Sciences, Math & Engineering | A | P | P |  |  |  |  |  |  |
| PranavAmanda | Shrotriya (Fall)Weinstein (Spring) | Physical Sciences, Math & Engineering | P | P | P |  |  |  |  |  |  |
| Steven | Freeman | Faculty Senate Representative | P | P | P |  |  |  |  |  |  |
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| Elizabeth | Elliott | Post Doc  | N/A | P | A |  |  |  |  |  |  |
| Susheel Kumar | Nethi | Post Doc  | N/A | P | P |  |  |  |  |  |  |
| Christine | Cain | GPSS Pres/Grad Student – Social Sciences & Education | P | P | P |  |  |  |  |  |  |
| Efrain | Rodriguez-Ocasio | Grad Student – Physical & Math Sciences & Engineering  | P | P | Sub |  |  |  |  |  |  |
| Caitlyn | Campbell | GPSS VP/Grad Student – Biological & Agricultural Sciences  | P | P | P |  |  |  |  |  |  |
| Sarah | Bartlett | Grad Student – Arts & Humanities | N/A | P | P |  |  |  |  |  |  |
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| Ex-officio |   |   |  |  |  |  |  |  |  |  |  |
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| Bill | Graves | Dean of the Graduate College | P | P | P |  |  |  |  |  |  |
| Michelle | Soupir | Interim Associate Dean, Graduate College | A | P | P |  |  |  |  |  |  |
| Natalie | Robinson | Assistant Director of Academic Services, Graduate College | P | P | P |  |  |  |  |  |  |
| Samantha | Hirschman | Graduate Student Services Specialist II, Graduate College | P | Sub | Sub |  |  |  |  |  |  |

Key: P = Present, A = Absent, Sub