Iowa State University Graduate Council MEETING MINUTES

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| ***Meeting: Graduate Council*** | ***Key Roles*** |
| Date: August 24, 2023Place: 3150 Beardshear Hall | Meeting Leader: Ajay Nair, Chair |
| Start Time: 3:15 pm | Support: Natalie Robinson, Sarah Larkin |
| End Time: 4:30 pm |  |

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| TIME | TOPIC | DISCUSSION LEADER |
| 3:15 | Call to Order* Introduction of Council members

Attendance and seating of substitute council members | Nair |
| 3:15 | Announcements and Remarks* Graduate Council Chair, Ajay Nair
* Graduate Dean, Bill Graves
	+ What is Grad Council. Serving students, postdocs, etc.
	+ Summer
		- Workday Student
		- Pay frequency for GAs from once to twice monthly; loan program
		- Tuition scholarships – raised at the next meeting if needed.
		- Clear communications about powerplant emergency.
* Graduate College Associate Deans: Elena Cotos, Heather Greenlee, Michelle Soupir
	+ Greenlee
		- Joined in January of last year.
		- Will co-advise GPSS
		- Student and postdoc concerns
* Graduate College Office, Natalie Robinson
	+ Workday Student updates forthcoming
 | Nair, Graves, Greenlee, Robinson |
| 3:20 | Consent Agenda* Agenda for August 24, 2023, meeting
* [Minutes](https://www.grad-council.iastate.edu/sites/default/files/2022-2023/April%202023/GC%20April%202023%20Minutes.docx) for April 26, 2023, meeting
* Items from Grad Catalog Curriculum Committee:
	+ None
 |  Nair |
| 3:25 | Old Business* Will address old business starting in September
 |  Nair |
|  3:30 | New Business* + Graduate Council Structure – Discussion
		- Restructuring. 15 representing almost 1500 people. Lots of responsibility to carry, but also a challenge.
		- Faculty who are not included. Grad Council in a void; not everyone getting a voice.
		- Grad Council almost 100 years older than Faculty Senate.
		- Suggest to move from disciplinary areas to college representation.
		- The goal of a restructuring is to strengthen the mission and serve better. As an example, Council asked Faculty Senate for advice & feedback on the Master of Science decision last year, so the need to involve more folks at the university in Council decisions is clear. Would like to try to shepherd Council into the Faculty Senate structure. Grad Council as an entity would still exist, but it would operate within the Academic Affairs Council of the Faculty Senate.
		- Create more impact and be more useful.
		- Freeman
			* Who are our constituents, and how does info get passed back and forth to faculty? Method of communications last year and in years prior has not worked well.
			* Dept. Chairs and Associate Deans have raised the issue that Grad Council is outside academic structure. They are surprised by decisions made because they weren’t “in the loop.” Can solve this issue by moving it into Faculty Senate.
			* Only graduate faculty decide who sits on the Council, but their recommendations would flow through Faculty Senate just like the curriculum does.
			* Increase transparency. All departments could listen and weigh in on outcome of an issue.
		- Graves
			* Echo what’s been said. Deans, Chairs feel like issues are discussed in a vacuum. Feel blindsided by decisions made.
			* Faculty Senate structure; Leaders meet with Provost regularly, maybe even the President. Could elevate issues facing grad students, postdocs, and faculty more readily than we do now.
			* Structure already exists in Faculty Senate, so we could just buy into it. Benchmarking with other institutions, Graduate Council is not separate from the rest of faculty/academic affairs.
		- Weinstein
			* Proposal makes a lot of sense. Addresses concerns about channels of communication. Not disruptive in structure.
		- Marquart
			* Policy Library advisory committee and Grad Council didn’t know about each other in the past. ISU lawyers and not many faculty on that committee. To move effectively in this direction, we should also determine who our collaborating partners are.
		- Freeman
			* Faculty Senate also has two voting members of PLAC.
		- Nair
			* Want all grad faculty represented.
			* One representative from each college. Depending on the number of grad faculty, more members can be added.
		- Cain
			* Discussed the issue of voting versus non-voting members, namely students. There are four elected from different colleges. Postdocs didn’t show up last year, and student attendance is dropping off. Maybe it would be prudent to have fewer student representatives, or one to two voting member spots. Student feedback is good, but suggesting that Council consider how this role can be adjusted.
		- Freeman and Nair
			* Students can’t vote in Faculty Senate, but they are ex-officio representatives in every meeting.
			* GPSS leadership routinely meets with the Provost, so that is another direct line for students to address Grad Council issues.
			* Working on a proposal; tentative timeline for draft. Hope to have it available by Sept 20.
			* Review, try to get a vote in October, and then go in front of colleges to host town halls. Share proposal to get their feedback.
			* Bring in front of entire graduate faculty to buy in in November.
			* Bring to Faculty Senate after that. They would have to change their by-laws to make it work. Help the graduate community on campus. Try to get it done by Spring.
 | Nair |
| 4:25 | Other Items/Issues* Graves
	+ Policy regarding who is responsible for funding tuition scholarships for graduate assistantships. Current policy is not in the Handbook but is under the Funding section of the website.
	+ Would like to see the Council consider adding the policy to the Handbook. This would be an opportunity to improve the wording and clear up ambiguity.
	+ When a student is appointed by a unit outside the home college, who is responsible for the tuition scholarship? Current policy distinguishes between master’s and doctoral. Straightforward for doctoral because the student’s home disciplinary college is responsible for funding the scholarship. For master’s, it’s the appointing unit responsible for paying.
	+ Terminal master’s programs want to be considered like doctoral programs. Could argue it should be the home college that pays.
	+ Send a draft of policy revision to start the discussion.
* Freeman
	+ Would the same rules apply for administrative assistantships? None of the tuition would go to that unit, so it doesn’t make sense for them to pay it.
	+ Policy doesn’t distinguish between the type of assistantships.
* Weinstein
	+ What was the rationale between the master’s and doctoral programs? It was debated within the Provost’s Council and never discussed at Graduate Council. Deans of the colleges voted on this.
	+ College of Design: master’s students with expertise in graphic design appointed as assistants in CHS, for example. Student thrilled to have assistantship, but then College of Design “on the hook” for the tuition. Would come as a surprise to the College because they didn’t know it was coming.
* O’Neal
	+ Faculty meeting: heard that if a grad student is appointed outside the home department, the home department is still responsible for tuition. Problematic because you can’t use a grant for a TA to fund. Would have to use incentive or Foundation accounts.
* Greenlee
	+ There was a time when this was handled at the disciplinary college level. TAing in a different college, home college doesn’t want to pay tuition.
	+ Colleges would handle internally. How a college can implement that policy at the department level seems to be the problem.
* Marquart
	+ Teaches in an MFA program. Will talk to Bethany, the DOGE, to see how cases have worked out in the last few years. Many students find other opportunities across campus. Clear policy will help them determine the best option for them.
* Freeman
	+ Budget model and Deans setting current policy, tuition flows to the colleges, so that’s why they made that decision. If Dean will push it down to a department, faculty should be able to push back. If they are pushing their responsibility down to departments that don’t get the tuition money, they should voice that it doesn’t make sense.
* Weinstein
	+ Survey of what colleges are doing today might be helpful. In LAS, typically not pushed down to department; student on probation might be discussed at the department level.
* Nair
	+ Faculty often coming up with the incentive money to fund assistantships.
* Morgan
	+ Whatever policy is decided on, little question of external funding coming into tuition.
	+ Clear guidance desirable.
	+ If Design was always on the hook, could not fund all students.
* O’Neal
	+ Seems that policy as written/exercised will function as a barrier to grad students looking for support outside their advisor and home department.
* Greenlee
	+ Tuition dollars do not come to the Grad College.
	+ Can work on clarity to bring to Council.

Accounts Receivable stopped offering monthly payment options* Freeman:
	+ For international students in campus housing, they can either pay entire rent up front, or they can do it in three payments. When they are requiried to pay should be aligned with when they are paid. Grad faculty should have been part of the conversation to change the monthly payment option.
	+ Every new student is discouraged from living in university housing. Even if doing a year lease off campus, they wouldn’t have to pay rent months in advance.
	+ Either pay in advance or pay minimum payment. If they are enrolled in the payment plan, they still have to pay a third of it. Because grad assistants get paid every two weeks, that is not enough to make the minimum payment.
* Greenlee
	+ What is the amount of the minimum payment? First payment was due August 20. If you just look at the housing cost, it’s a third of it.
* Freeman
	+ What happens to students who don’t pay? Interest, late fees, etc. and can’t register if it’s not resolved.
	+ Likely true for all other students as well.
* Marquart
	+ Believes this issue IS Grad Council business. Information is being shared via websites and FB pages. Need to be transparent and clear about what the conditions will be when they arrive.
	+ Recruitment could be negatively impacted as a result.
	+ MFA Draft FB page is a place where prospective students learn things before the announcement is made about an admissions decision from the department.

Restructuring proposal will be forthcoming. |  |

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| **First Name** | **Last Name** | **Discipline Area** | **Aug** | **Sept** | **Oct** | **Nov** | **Dec** | **Jan** | **Feb** | **Mar** | **Apr** |
| Ajay | Nair | Biological & Agricultural Sciences, Chair | P |  |  |  |  |  |  |  |  |
| Gretchen | Mosher | Biological & Agricultural Sciences | P |  |  |  |  |  |  |  |  |
| Alyssa | Emery | Social Sciences & Education | P |  |  |  |  |  |  |  |  |
| Petruta | Caragea  | Physical Sciences, Math & Engineering | P |  |  |  |  |  |  |  |  |
| Chunhui | Xiang | Social Sciences & Education | A |  |  |  |  |  |  |  |  |
| Matt | O’Neal | Biological & Agricultural Sciences | P |  |  |  |  |  |  |  |  |
| Emily | Morgan | Arts & Humanities | P |  |  |  |  |  |  |  |  |
| Carolyn | Cutrona | Social Sciences & Education | P |  |  |  |  |  |  |  |  |
| Jae-Hwa | Lee | Arts & Humanities | P |  |  |  |  |  |  |  |  |
| Susana | Goggi | Biological & Agricultural Sciences | P |  |  |  |  |  |  |  |  |
| Iddo | Friedberg | Biological & Agricultural Sciences | A |  |  |  |  |  |  |  |  |
| Degang | Chen | Physical Sciences, Math & Engineering | P |  |  |  |  |  |  |  |  |
| Debra | Marquart | Arts & Humanities  | P |  |  |  |  |  |  |  |  |
| Jin | Tian  | Physical Sciences, Math & Engineering | P |  |  |  |  |  |  |  |  |
| Amanda | Weinstein (Spring) | Physical Sciences, Math & Engineering | P |  |  |  |  |  |  |  |  |
| Steven | Freeman | Faculty Senate Representative | P |  |  |  |  |  |  |  |  |
|  |  | Post Doc  |  |  |  |  |  |  |  |  |  |
|  |  | Post Doc  |  |  |  |  |  |  |  |  |  |
| Christine | Cain | GPSS Pres/Grad Student – Social Sciences & Education | P |  |  |  |  |  |  |  |  |
| Efrain | Rodriguez-Ocasio | Grad Student/GPSS Senate Engagement Officer--Physical & Math Sciences & Engineering  | A |  |  |  |  |  |  |  |  |
| Eddie | Mahoney | GPSS VP/Grad Student-- Physical & Math Sciences & Engineering  | A |  |  |  |  |  |  |  |  |
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| **Ex-officio** |   |   |  |  |  |  |  |  |  |  |  |
| Bill | Graves | Dean of the Graduate College | P |  |  |  |  |  |  |  |  |
| Elena  | Cotos | Associate Dean | A |  |  |  |  |  |  |  |  |
| Heather | Greenlee | Associate Dean  | P |  |  |  |  |  |  |  |  |
| Michelle | Soupir | Interim Associate Dean, Graduate College | A |  |  |  |  |  |  |  |  |
| Natalie | Robinson | Assistant Director of Academic Services, Graduate College | P |  |  |  |  |  |  |  |  |
| Sarah | Larkin | Student Services Specialist II, Graduate College | P |  |  |  |  |  |  |  |  |

Key: P = Present, A = Absent