

**Iowa State University
Graduate Council
Meeting Minutes**

Meeting: Graduate Council	Key Roles
Date: November 15, 2017 Place: 3150 Beardshear	Meeting Leader: Steven Lonergan
Start Time: 4:15 pm	Support: Strand/Speer/Robinson
End Time: 5:30 pm	Resource:

TOPIC
<p>Call to Order</p> <ul style="list-style-type: none"> • Introductions • Seating of substitute council members <ul style="list-style-type: none"> ○ No substitute members were present
<p>Consent Agenda</p> <ul style="list-style-type: none"> • Minutes of Graduate Council Meeting, October 18, 2017 • Agenda for November 15, 2017 meeting • GCCC approval items <ul style="list-style-type: none"> • Proposal for Grad Cert in Supply Chain Management • Proposal for concurrent BS (MSE) and Master of Engineering • A M D 458X/558X dual list proposal • EEOB 565X/BIOL 465X dual list proposal • FSHN 430X/530X dual list proposal • TSM 455X/555X dual list proposal <p>See Graduate Council Docket for links to dual list information.</p> • Graduate Faculty Membership Committee (GFMC) <ul style="list-style-type: none"> • Approval of Associate Graduate Faculty Status James Wright - ABE; Rohana Dassanayake - V MPM; David Verhoeven - BMS <ul style="list-style-type: none"> ○ Consent agenda approved 8-0. GFMC update will be listed in consent agenda going forward, but only as an FYI.
<p>Announcements and Remarks</p> <ul style="list-style-type: none"> • Graduate Council Chair, Steven Lonergan <ul style="list-style-type: none"> ○ Lonergan spoke about the House tax bill and asked for volunteers to assist Ogilvie and Lawana in drafting a response from the Graduate Council. There was some discussion about which assistantships were affected and if it would be possible to reclassify them as scholarships. Lonergan also noted the need for subcommittees to make sure to meet, as the last meeting to bring any new items to Council for a vote will be in March, as the April meeting is the last one for the academic year. • Graduate Dean, William Graves – no report • Assistant Graduate Dean, Craig Ogilvie – no report • Graduate College Office, Judy Strand <ul style="list-style-type: none"> ○ Strand noted an ongoing effort at the university level to evaluate onboarding of all new students from their admission date to the end of their first year. She discussed the three objectives of the onboarding initiative: communication, orientation courses, and an online portal. She also relayed that the 3 Minute Thesis competition was a success and that the videos are available online. She also circulated the sign-up for awards committee representatives.

Old Business

- [Chapter 9](#) revisions – Discussion to focus on checklist (page 2-3) of draft from Dean Graves.

Discussion on the rest of the document will be scheduled in the December meeting.

- Lonergan advised that conversation on this should center on the first couple of pages of the document that Graves prepared that was part of the meeting's docket. Weston responded that would be hard considering the relationship between the checklist and what was being taken out of the chapter, namely Chp. 9.1.1. and the AAU joint statement. Many had concerns about how much was being removed and the "should be" language on the checklist. On the checklist specifically, Russell noted concerns about having the student portion and the graduate assistant portion on the same form, as some students are not also graduate assistants, and some assistants work for people other than their major professors. Belding noted that the checklist lacked a way to indicate agreement and terms between the student and major professor; instead, it only suggests that specific topics have been discussed, possibly lending itself to a more one-sided "agreement." It was emphasized that University Legal wants to keep policy to things that can be enforced, which might explain why some of the more "aspirational" parts of Chp. 9 were removed. After some more discussion, it was decided that this should be tabled until Graves could give some more clarification on what Legal had issues with. Speer suggested that a Council meeting with the Legal directly might be in order to help clarify their objections to the revised Chp.9 that the Council subcommittee originally proposed. Lonergan suggested that the Council come up with concrete questions to pose to Legal so that Council understands the rationale for and has transparency about the Chp. 9 changes. Proposed questions included 1) how can we put aspirational statements in Chp. 9.1.1 2)what is wrong with the revisions written by the subcommittee and 3) specifics about hours per week that are to be devoted to assistantship duties

New Business

- Sign up for Graduate College Award Committees

Committees

- GFMC – procedural changes for faculty membership were discussed. The process is working well overall. The GFMC is meeting to make recommendations to the Council about the number of Associate members on a committee.
- English proficiency requirement – Deb Marquart, Pranav Shrotriya, Julie Bothell
 - Marquart relayed that EPEC was not willing to reconsider this policy, but EPEC noted that the Graduate Dean always has the authority to waive the TOEFL/English requirement.
- Outside Committee Member Committee: No report. Annette O'Connor, Isaac Gottesman, Nicola Bowler, Tonglu Li, Allen Miller, Dan Russell, Raimund Nagel, Mark Kaiser, Graduate Staff as needed
 - Gottesman volunteered as the chair of this committee
- Double Degree Committee: No report. Matt O-Neal, George Weston, Travis Sapp (non-GC), Carleton Basmajian, chair. (non-GC), Natalie Robinson, Judy Strand. Council voted to allow administrative staff to postpone approving individualized double degree programs of study until the Council has voted on how to proceed with double degrees.
- Expired Course Committee: Drena Dobbs, George Weston, Sebastian Speer
 - The two proposals from the subcommittee are: 1) 36 credits over 11 years old allowed on Ph.D. POSCs so long as 12 are not over 17 years old and 2) 36 credits over 11 years old on a Ph.D. POSC allowed. Verbiage for the Handbook will be circulated prior to the next meeting so that a the policy can come to a vote at the December meeting
- Admission Status Committee (Full/Restricted/Provisional): Discussion. Deb Marquart, Ken Moore, Gary Munkvold
 - Marquart reported that this committee saw no objections to getting rid of provisional and restricted status, and they were developing a form to review with new admits in case there are GPA or prerequisite coursework concerns upon admission.

Other Items/Issues

Next Meeting: December 6, 2017, 3150 Beardshear

First Name	Last Name	Discipline Area	Aug	Se pt.	Oc t	N ov	D ec	Ja n	Fe b	M ar	A pr
Nicola	Bowler	Physical & Math Sciences & Engineering	P	P	P	A					
Drena	Dobbs	Biological & Agricultural Sciences	P	P	A	P					
Karin	Dorman	Physical & Math Sciences & Engineering	P	S	P	P					
Isaac	Gottesman	Social Sciences & Education	P	P	P	P					
Diane	Janvrin	Social Sciences & Education	P	P	A	P					
Tonglu	Li	Arts & Humanities	P	P	P	P					
Steve	Lonergan	Biological & Agricultural Sciences	P	P	P	P					
Debra	Marquart	Arts & Humanities	P	P	P	P					
W. Allen	Miller	Biological & Agricultural Sciences	P	P	P	P					
Annette	O-Connor	Biological & Agricultural Sciences	P	P	A	A					
Matthew	O-Neal	Biological & Agricultural Sciences	P	P	A	A					
Pamela	Riney-Kehrberg	Arts & Humanities	P	S	P	A					
Daniel	Russell	Social Sciences & Education	P	P	P	P					
Pranav	Shrotriya	Physical & Math Sciences & Engineering	P	P	P	P					
Costas	Soukoulis	Physical & Math Sciences & Engineering	A	A	P	P					
Dan	Russell	Faculty Senate Representative	P	P	P	P					
Muhammed	Walugembe	Post Doc	P	A	A	A					
Raimund	Nagel	Post Doc	P	P	S	P					
Julie	Bothell	Grad Student--Physical & Math Sciences & Engineering	P	P	P	P					
Vivek	Lawana	Grad Student -- Biological & Agricultural Sciences	P	A	P	A					
Michael	Belding	Grad Student -- Arts & Humanities	P	P	A	P					
George	Weston	Grad Student--Social Sciences & Education	P	P	P	P					
Ex-officio											
Bill	Graves	Dean of the Graduate College	P	A	P	A					
Craig	Ogilvie	Assistant Dean, Graduate College	P	P	P	A					
Judy	Strand	Program Coordinator	P	P	P	P					
Natalie	Robinson	Record Analyst	P	P	A	P					
Sebastian	Speer	Student Service Specialist	P	P	P	P					
Exec Comm											
Ken	Moore	Biological & Agricultural Sciences	A	A	A	A					
Gary	Munkvold	Biological & Agricultural Sciences	A	A	A	A					
Deb	Marquart	Arts & Humanities	P	P	P	P					