

**Iowa State University
Graduate Council
MEETING AGENDA**

| Meeting: Graduate Council | Key Roles |
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| Date: April 17, 2019 Place: 3150 Beardshear Hall | Meeting Leader: Pamela Riney-Kehrberg |
| Start Time: 4:15 pm | Support: Sebastian Speer, Natalie Robinson, Judy Strand |
| End Time: 5:30 pm | Resource: |

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| TOPIC |
| <p>Call to Order</p> <ul style="list-style-type: none"> • Seating of substitute council members <ul style="list-style-type: none"> ○ No substitute members seated |
| <p>Consent Agenda</p> <ul style="list-style-type: none"> • Minutes of Graduate Council Meeting, March 25, 2019 • Agenda for April 17, 2019 meeting • Items from GCCC: • Data-Driven Food, Energy, and Water Decision Making Certificate • Span 563X dual listing <p>FYI – see attached list of approvals for Associate Graduate Faculty status.</p> <ul style="list-style-type: none"> ○ Passed 12-0 |
| <p>Announcements and Remarks</p> <ul style="list-style-type: none"> • Graduate Council Chair, Pamela Riney-Kehrberg <ul style="list-style-type: none"> ○ Riney-Kehrberg thanked all members for serving on the Council over this academic year. She offered particular thanks to those who were rotating off: Lonergan, Dobbs, Miller, Russell. Gottesman will also be leaving the Council due to his departure from ISU. • Graduate Dean, Bill Graves <ul style="list-style-type: none"> ○ Graves began by thanking all of the members of the Council who would be continuing to serve next year and beyond. ○ Graves then discussed changes to the appointment process for graduate assistants, and an FAQ he distributed last Friday. He said that he thought the rules were mostly finalized when he routed that document, but policies and procedures on this change are still likely to change a little as we get closer to WorkDay’s Go Live date of July 1. ○ Graves also relayed that the Campus Climate Survey group for graduate students submitted their report and proposed action to President Wintersteen. He hopes that action from that group’s suggestions will be enacted starting this summer. ○ Graves then spoke about conversations he had with the Vice President of Research about a recommendation or requirement for dissertations and theses to have an interpretive summary; this would make the dissertation/thesis more comprehensible to someone not well-versed in the student’s research area. They also discussed a member of the Vice President’s office attending the Graduate Council meeting and whether or not that person would be able to vote ○ Graves also spoke about a conversation among the Big 12 Graduate Deans about policies on removing graduate faculty status. He noted that we do not currently have any policy on this, though the Provost’s Office can give short-term suspension during on-going investigations. ○ O’Connor noted that it can be hard to have a centralized policy due to different expectations of faculty in different fields. Bowler noted that being active in publications is a qualification for graduate faculty membership in her discipline, but others noted that they have approved graduate faculty members serving on committees who may have no publications, but may bring other insights |

to a committee. Lonergan noted that when the Graduate Faculty Membership policy was discussed in the past, the policy was intentionally left vague to allow for local faculty control of issues like this.

- Lonergan, speaking to the Vice President of Research issue that Graves mentioned, that requiring an interpretive summary for all theses/dissertations seemed like over-reach. He believes that the decision to require a summary or not should come from the Council. He also felt that if the Vice President of Research's office had a member at the meetings, that person should be a non-voting member.
- Associate Graduate Dean, Carolyn Cutrona
 - Cutrona distributed and discussed an extension to the bridge funding program that will now cover illness and injury. The updated policy will still follow current procedures that exist for the bridge funding for new children in a family.
- Graduate College Office, Judy Strand
 - Strand had no report.

Review of Action Items

- Graduate Handbook committee proposal
 - Dobbs read the proposed change to require all departments to have handbooks that are easily accessible on the Graduate College website. She also thanked those who served on the sub-committee to help write this proposal. One DOGE asked who would monitor that the programs were meeting the requirements outlined in the Handbooks, and Dobbs suggested it should be the DOGE of each program.
 - Graves inquired as to whether there would be a requirement about how often updates must be made to these handbooks, and he suggested that the Graduate College could remove the handbooks from their site every July and require programs to update and re-upload the handbooks each summer.
 - Gray asked how many handbooks were actual documents, as English has theirs on a website. Most programs have PDF handbooks.
 - Council discussed whether it is important to have a central place for handbooks on the Graduate College website.
 - After feedback from Council, Dobbs concluded that less specific wording about how often handbooks need to be updated would be better to pass for now, though she noted that annual updating seemed reasonable. This measure passed 12-0

Old Business

- Selection of Major Professor – Graves
 - After discussions from the previous Grad Council meetings, the Graduate College explored how to model the English department in appointing a temporary major professor/adviser through AccessPlus/ADIN. The Graduate College will instruct programs how to enter advisers and encourage them to enter them starting in Fall.
- Next year's Vice Chair/Chair of Graduate Faculty Membership Committee
 - Gray accepted a nomination and will serve as Vice Chair next year. Her election passed 12-0. Nicola Bowler will be Chair.
- [Possible English requirement change](#)
 - Continuing discussion from previous Council meetings, Graves spoke about a proposal to add language to the Handbook acknowledging that waivers of admission and Graduate College English language testing were possible.
 - Gray did not support this particular wording as she felt it left too many avenues open to approving these requests. Bowler and Miller agreed with this.
 - O'Connor questioned the need for this wording at all. Others agreed with this sentiment, and Graves responded that this was in response to reactions from the Council at the last meeting.
 - Gottesman raised a concern about the exception that was discussed and approved last month coming from a powerful college. He was concerned that other departments might not as empowered to raise questions about this particular requirement, especially if they had been denied for exceptions in the past.

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| <p>New Business</p> <ul style="list-style-type: none"> • Access to statistical software for graduate students- Russell <ul style="list-style-type: none"> ○ Russell brought a concern about students from outside his College having access to statistical software that is necessary for certain parts of his course and parts of theses and dissertations. He was not sure the Council could act, but he thought they may be able to offer support or speak to their departments about access. ○ O'Connor noted that if a student needed to use the software for a research project, the student's major professor should provide the software. Russell agreed, but he was concerned about students that needed it for research but may not be on a grant-funded project. ○ Graves suggested that the Vice President of Research's office may be able to assist with this. He and Russell agreed to meet and discuss further at a later date. |
| <p>Committees</p> <ul style="list-style-type: none"> • No committee reports. |
| <p>Other Items/Issues</p> |

Associate Graduate Faculty Approvals

| Status | Name | Department | Major |
|--|-----------------------|--|--|
| Associate Graduate Faculty (non-tenure track ISU employee) | Sunde Nesbit | Psychology (PSYCH) | Psychology (PSYCH) |
| Associate Graduate Faculty (non-tenure track ISU employee) | Emmanuel Agba | Mechanical Engineering (M E) | Mechanical Engineering (M E) |
| Associate Graduate Faculty (non-tenure track ISU employee) | Pieter Maris | Physics and Astronomy (PHYSA) | Physics (PHYS) |
| Associate Graduate Faculty (non-tenure track ISU employee) | Kristy Bryden | Music (MUSIC) | Human Computer Interaction (HCI) |
| Associate Graduate Faculty (non-tenure track ISU employee) | David Atwood | Physics and Astronomy (PHYSA) | Physics (PHYS) |
| Associate Graduate Faculty (non-tenure track ISU employee) | Marin Harbur | Agronomy (AGRON) | Agronomy (AGRON) |
| Associate Graduate Faculty (non-tenure track ISU employee) | David Kwaw-Mensah | Agronomy (AGRON) | Agronomy (AGRON) |
| Associate Graduate Faculty (non-tenure track ISU employee) | Anthony Assibi Mahama | Agronomy (AGRON) | Agronomy (AGRON); Plant Breeding (PL BR) |
| Associate Graduate Faculty (non-tenure track ISU employee) | Larry Hendrickson | Agronomy (AGRON) | Agronomy (AGRON) |
| Graduate Lecturer | Eric Smith | Supply Chain and Management Systems | |
| Associate Graduate Faculty (non-tenure track ISU employee) | Kent J Schwartz | Veterinary Diagnostic and Production Animal Medicine (VDPAM) | Veterinary Preventive Medicine (V P M) |
| Associate Graduate Faculty (affiliate non ISU employee) | Marvin Paul Scott | Agronomy (AGRON) | Plant Breeding (PL BR) |
| Associate Graduate Faculty (affiliate non ISU employee) | Jode Edwards | Agronomy (AGRON) | Plant Breeding (PL BR) |
| Associate Graduate Faculty (affiliate non ISU employee) | David Grant | Agronomy (AGRON) | Plant Breeding (PL BR) |
| Associate Graduate Faculty (non-tenure track ISU employee) | Michael Lyons | Biomedical Sciences (B M S) | Biomedical Sciences (B M S) |
| Associate Graduate Faculty (non-tenure track ISU employee) | Casey White | English (ENGL) | Rhetoric and Professional Communication (RPC); |

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| | | | Rhetoric, Composition, and Professional Communication (RCPC) |
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