

**Iowa State University  
Graduate Council**

**MEETING MINUTES**

<b>Meeting: Graduate Council</b>	<b>Key Roles</b>
Date: August 29, 2018 Place: Gold Room, Memorial Union	Meeting Leader: Pamela Riney-Kehrberg
Start Time: 4:15 pm	Support: Sebastian Speer, Natalie Robinson, Judy Strand
End Time: 5:30 pm	Resource:

TOPIC	DISCUSSION LEADER
<p>Call to Order</p> <ul style="list-style-type: none"> <li>• Welcome <ul style="list-style-type: none"> <li>○ Riney-Kehrberg called to order and welcomed everyone to a new year of Graduate Council.</li> </ul> </li> <li>• Introductions <ul style="list-style-type: none"> <li>○ Riney-Kehrberg requested that all present introduce themselves with their name, the department, role on Graduate Council, and how long they have served on Graduate Council.</li> </ul> </li> <li>• Seating of substitute council members <ul style="list-style-type: none"> <li>○ There were no substitute members</li> </ul> </li> <li>• Graduate Council information/guidelines <ul style="list-style-type: none"> <li>○ Riney-Kehrberg spoke about the importance of quorum and finding a substitute if members cannot attend. Strand pointed out the by-laws and constitution on grad-council.iastate.edu. She also indicated that agendas, minutes, and the docket of files are all available on that website as well.</li> </ul> </li> </ul>	Pamela Riney-Kehrberg, Chair
<p>Consent Agenda</p> <ul style="list-style-type: none"> <li>• <a href="#">Minutes</a> of Graduate Council Meeting, April 18, 2018</li> <li>• Agenda for August 29, 2018 meeting</li> <li>• FYI - Associate Graduate Faculty approvals: Warren Phillips, PSYCH; Karen Scheel, PSYCH; Ikenna Nlebedim, ECP E; Ellen B. Pirro, Pol S; Christopher Cassady, An S; Shahram Pouya, AERO; Joseph Schaefer, AERO; Cassandra Nunez, NREM; Meghan Gillette, HDFS; Vickie Cooper, VDPAM; Alexis Campbell, SOE; Ebby Luvaga, ECON; Alexandra Scupham, VMPM; Timothy Frana, VMPM; Michael Roof, VMPM; Heather Allen, VMPM; John Bannantine, VMPM; Tracy Nicholson, VMPM; Gayle Brown, VMPM; David Dornbos, AGRON; Walter Suza, AGRON <ul style="list-style-type: none"> <li>○ Riney-Kehrberg noted the specifics of the previous minutes, and then the consent agenda passed with a 12-0 vote.</li> </ul> </li> </ul>	Riney-Kehrberg
<p>Announcements and Remarks</p> <ul style="list-style-type: none"> <li>• Graduate Council Chair, Pamela Riney-Kehrberg <ul style="list-style-type: none"> <li>○ Riney-Kehrberg noted the importance of finding a Vice Chair of the Graduate Council as well as finding volunteers for the Graduate Faculty Membership Committee (GFMC). The GFMC needs four new members; these members do not have to be on Graduate Council. The Vice Chair</li> </ul> </li> </ul>	Riney-Kehrberg

<p>of the Graduate Council will be the chair of the GFMC and Graduate Council Chair next academic year.</p> <ul style="list-style-type: none"> <li>• Graduate Dean, William Graves <ul style="list-style-type: none"> <li>○ Graves thanked everyone for serving on this year’s Graduate Council. He noted that the Graduate College staff may bring some policy issues that arise through the normal course of the Graduate College’s work. He also spoke about his role as the Graduate College Dean and whether that could include the authority to suspend graduate faculty status in cases of faculty mistreatment of students.</li> </ul> </li> <li>• Associate Graduate Dean, Carolyn Cutrona <ul style="list-style-type: none"> <li>○ Cutrona noted that new DOGE training was completed for the first time earlier that same day. More training and information sessions for DOGEs are being planned for fall and spring.</li> </ul> </li> <li>• Graduate College Office, Judy Strand <ul style="list-style-type: none"> <li>○ Strand announced that there will be signups for Graduate Council awards committees at the next meeting. Strand also passed around a Graduate Faculty cheat sheet that defines the process for graduate faculty and graduate lecturer status. She also noted that Graduate Council will be back in the regular meeting place of 3150 Beardshear for the rest of the academic year.</li> </ul> </li> </ul>	
<p>Review of Action Items</p> <ul style="list-style-type: none"> <li>• None</li> </ul>	Riney-Kehrberg
<p>Old Business</p> <ul style="list-style-type: none"> <li>• Supervisors for Post-Docs <ul style="list-style-type: none"> <li>○ Graves gave some background about why Craig Ogilvie had originally brought this to the Graduate Council. The issue at hand is that there is no rule that requires the supervisors of postdocs to be members of the graduate faculty. There was discussion about what graduate faculty status actually means, how it might help the post-doc to have a member of the graduate faculty as supervisor, and where this supervision by those not on the graduate faculty might be taking place (i.e. Ames Lab, Extension, etc.). Lonergan read some of the minutes from the previous meeting (April 2018) which gave more context. The Council decided that any Council members can pick this topic up with Ogilvie if they choose or Ogilvie can visit at a future meeting to provide more information.</li> </ul> </li> <li>• Update on Survey sent to DOGES regarding “outside” committee member. Gottesman/Speer <ul style="list-style-type: none"> <li>○ Gottesman presented the committee’s analysis of the data collected by the survey in the spring 2018 semester. 33% of DOGES completed the survey. Gottesman said that one of the biggest takeaways from the survey is that things are handled differently in different departments/programs across campus, and there is little consensus about what changes should be made, if any, as far as the outside member is concerned. Another takeaway was that documentation of the different policies, processes, and procedures in each program was not necessarily well done in many programs. In fact, some programs have no documentation at all, leading Gottesman and his committee to the conclusion that more transparency between programs and their students is key.</li> <li>○ Graves noted that in working with students who were having issues with their committees, having a truly outside member gave the student someone on the committee with whom (s)he could speak more freely.</li> </ul> </li> </ul>	Riney-Kehrberg

<p>This member outside the department could support the student without worrying about department politics and could ensure that proper policies and procedures were followed.</p> <ul style="list-style-type: none"> <li>○ Lonergan read from the Graduate College Handbook that the outside member is there to “provide relevant specialized knowledge or a different perspective helpful to the planning, execution, and reporting of research, or some aspect of intellectual diversity deemed important by the committee and/or major.” This requirement leaves it up to programs to determine the role of the outside member.</li> <li>○ O’Connor noted that the DOGE survey overwhelmingly showed that DOGEs see the role of the outside member as someone who offers outside expertise, and it did not indicate that outside members advise on Graduate College policies or ensure that correct procedures are followed in exams.</li> <li>○ Riney-Kehrberg raised concerns about the need for refereeing or policing on a committee at all. She asserted that it should be up to the discipline, not the Graduate College, to determine the standard for having a doctorate in a particular field.</li> <li>○ When asked about whether or not the Outside Committee Member Committee has any recommendations for using this data to change policy, Gottesman responded that the subcommittee had completed its work, and he feels that the data is enough to encourage more detailed documentation of expectations in the departments/programs, but that it does not show a need for changing the Graduate Handbook requirements for the outside member.</li> <li>○ Dobbs suggested that the Graduate Handbook could require that any program awarding a Ph.D. must have a program handbook that outlines the roles of committee members and presents program expectations clearly and transparently. Riney-Kehrberg suggested that this policy would need to include the content that would be required in such a program handbook, not just that there be a handbook. Dobbs and Ellinwood agreed to co-chair a subcommittee with Lonergan, Cutrona, and Wolanyk as members.</li> </ul>	
<p>New Business</p> <ul style="list-style-type: none"> <li>• Nominations for Vice-Chair of Graduate Council <ul style="list-style-type: none"> <li>○ There were no immediate nominations, but nominations will be accepted through e-mail.</li> </ul> </li> <li>• Suggested topics: policy to establish a process that would lead to probation or suspension of graduate faculty status <ul style="list-style-type: none"> <li>○ This topic was tabled due to lack of time.</li> </ul> </li> </ul>	Riney-Kehrberg
<p>Committees</p> <ul style="list-style-type: none"> <li>• Outside Committee members: Isaac Gottesman, Chr., Nicola Bowler, Tonglu Li, Allen Miller, Dan Russell, Raimund Nagel, Mark Kaiser, Judy Strand, Sebastian Speer</li> <li>• Graduate Faculty Membership Committee: Vice Chair of the Graduate Council; other volunteers needed.</li> <li>• Graduate handbook requirement committee: Dobbs, Ellinwood, Cutrona, Lonergan</li> </ul>	Riney-Kehrberg
<p>Other Items/Issues</p>	All

Next Meeting: September 19, 2018, 3150 Beardshear

