

**Iowa State University
Graduate Council
MEETING MINUTES**

Meeting: Graduate Council	Key Roles
Date: October 17, 2018 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:

TOPIC
<p>Call to Order</p> <ul style="list-style-type: none"> • Seating of substitute council members <ul style="list-style-type: none"> ○ Mai Zheng seated for Daji Qiao
<p>Consent Agenda</p> <ul style="list-style-type: none"> • Minutes of Graduate Council Meeting, September 19, 2018 • Agenda for October 17, 2018 meeting • Items from GCCC: <ul style="list-style-type: none"> Proposal for new graduate major: Event Management proposal, Q & A Proposal for major name change: Graphic Design to Experiential Graphic Design Form G, Appendix, Vote record Proposal for dual list of: CI 459X/559X • FYI: See attached list of Associate Graduate Faculty approvals. <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"> ○ No remarks • Graduate Dean, William Graves <ul style="list-style-type: none"> ○ Graves began by talking about the minimum stipend for graduate assistants. Robinson surveyed 10 of our peer institutions to find out what their minimum stipend was, and ISU's minimum stipend is still higher than most of our peer institutions'. He suggested that some of the difference between ISU's high minimum stipend and other schools' lower minimum is not necessarily a reflection of us paying students more money, as many of these universities pay 100% of master's student tuition and likely pay students more than the minimum. Graves was concerned that 30-40% of ISU GAs were being paid our minimum. Soon there will be changes to how the minimum works, as students will be paid \$9000 minimum per term, rather than \$2000/month (pro-rated by start and end date). ○ Graves also mentioned the Graduate College Handbook rules regarding preliminary oral examination dates. The existing rule requires that students complete their preliminary oral exams at least six months prior to their final oral exams. Graves reviewed about a dozen student files for a separate project, and that data in addition to feedback given to the Graduate College recently, he observed that many students take their prelim orals exactly six months in advance of their final orals. Often, students even push their final oral exams back because they haven't allowed enough time between the prelim and final oral. Though Graves admitted that this was a small sample size and certainly not a reflection of prelim oral exams as a whole, he wanted to present this information to the Council for further discussion. ○ In one case that involved a student grievance the student had completed a preliminary oral exam many years prior, so Graves and his colleagues researched whether other schools

have an “expiration” date for prelim orals and/or how long a prelim oral is considered valid before it must be retaken. At the University of Iowa, for example, the preliminary exam is only valid for a set number of semesters. Graves asked the committee if they might want to bring this issue forward for discussion in a future meeting.

- Some Council members noted that there might be a way to address both the minimum stipend and preliminary oral exam issues at the same time. They suggested offering a raise in the minimum stipend after a student has completed the preliminary oral exam or no longer charging students tuition after they complete their preliminary oral exams.
- Chaudhry expressed issues with funding for Fullbright Fellowship students, as their minimum stipend is lower than Iowa State’s. Multiple Council members were supportive of requiring faculty to raise Fullbright student’s pay up to the ISU minimum. This was also seen in a Chinese scholarship program.
- Gottesman brought up the idea of evaluating cost of living/living wage in Ames and seeing how that compares to our minimum stipend; it would be important to figure out if cost of living does and has played a part in determining minimum stipends. Other factors discussed include how graduate student pay relates to lecturer pay. If the minimum stipend is raised, then graduate students might make more than lecturers. Gottesman pointed out that just because lecturers are not paid enough does not mean that the Graduate College should not mandate that graduate assistants are paid a fair stipend. Bowler noted that a stipend and a salary are different; a student stipend is as money that graduate students are given to pay for living expenses, while a salary is money paid for work performed. Others on the Council disagreed that this distinction between stipends and salaries is relevant.
- Graves suggested many unique solutions, such as increasing the minimum stipend for returning graduate assistants and increasing that amount each year that they remain assistants.
- Associate Graduate Dean, Carolyn Cutrona
 - Absent
- Graduate College Office, Judy Strand
 - Strand reminded the Council about the Three Minute Thesis competition. Preliminary rounds will be held on October 23, and the final competition is November 5. There are 80 students signed up to compete in the preliminary rounds, and 10 of those students will be chosen to compete in the final round.

Review of Action Items

- Sign up for Graduate College Award Committees
 - Strand circulated the sign up for committees to give out Graduate College Awards.

Old Business

New Business

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Committees

- Graduate Faculty Membership Committee: Nicola Bowler, Chair; Debra Marquardt; Isaac Gottesman; Carolyn Lawrence-Dill; Aileen Keating; Steven Lonergan – ex officio and in an advisory role
 - Committee is working to approve associate graduate faculty requests, and they will be meeting soon.
- Departmental Graduate Handbook Committee: Drena Dobbs and Matthew Ellinwood, Co-Chairs; Steven Lonergan, Carolyn Cutrona, Joshua Wolanyk
 - No update given, but they will try to meet prior to next Graduate Council meeting.
- Anti-bullying Committee: Carolyn Cutrona, Pam Riney-Kehrberg, Amanda Bries
 - Cutrona and Riney-Kehrberg have been working to update chapter IX of the Graduate Student Handbook to include information for students who are experiencing bullying and neglect by faculty. This section covers the steps that students can take when their

situations do not fall under a protected status. The subcommittee is using the Faculty Handbook as a guide to outline a process for students in this position to seek assistance. There was a question about student-to-student grievances and postdoc student grievances. It was decided that these scenarios should be handled in another policy.

- The suggested pathway to airing a grievance of this kind is to start with the Department Chair, then the College Dean, and then the Provost. Chaudhry expressed concern about bias in the process if everyone involved has connections to the student's department, and she suggested the possibility of having a neutral third-party to help review these situations. There was some concern about involving this many people before a formal, written grievance is filed that would go to the Faculty Senate, as there might be legal implications. There were also questions about whether an unbiased, outside party would have enough knowledge to assist if the issue was a discipline-specific problem; someone familiar with a particular lab environment, for instance, might be better equipped to solve such a dispute.
- The issue of communicating expectations to faculty and departments about what will be outlined in this "harassment and neglectful behavior" section of the Handbook was also raised. It was noted that if faculty could receive consequences through this policy, they should be made aware of how the policy will be enacted and where to review the policy.

Other Items/Issues

Next Meeting: November 14, 2018, 3150 Beardshear

Associate Graduate Faculty approvals:

A. Andreotti, Math; Mridul Datta, FSHN; Alexandra Scupham, V MPM; Geoff Cunfer, HIST; Qun Want, CH E; J. Stephen Smith, STB; Marjorie Rover, BRT; Raymond Ka Wai Wong, STAT; Thomas Koschny, CMPYS/PHYS; David Grewell, A B E/IATEC; Zoe Thornton, EDUC; William Abraham, EDUC; Korey Kollasch, EDUC; Gloria Betcher, ENGL; Michelle Tremmel, ENGL/RCPC/RPC; KJ Gilchrist, ENGL; Susan Vanderplas, STAT; Joe Burnett, ANALC/CHEM/PCHEM; David Vaknin, CMPYS/PHYS; Elijah Stines, SMATH; Kelly Odenweller, PSYCH; Milagros P. Hojilla-Evangelista, FDSCI; Karen Scheel, PSYCH; James Wright, A B E/IATEC; Janette Mariscal, EDUC;

First Name	Last Name	Discipline Area	Aug	Sept.	Oct	Nov	Dec	Jan	Feb	Mar	Apr
Nicola	Bowler	Physical & Math Sciences & Engineering	A	P	P						
Shana	Carpenter	Social Sciences & Education	P	P	P						
Drena	Dobbs	Biological & Agricultural Sciences	P	P	A						
Matthew	Ellinwood	Biological & Agricultural Sciences	P	P	P						
Isaac	Gottesman	Social Sciences & Education	P	P	P						
April	Katz	Arts & Humanities	P	P	A						
Tonglu	Li	Arts & Humanities	P	P	P						
Steve	Lonergan	Biological & Agricultural Sciences	P	P	P						
W. Allen	Miller	Biological & Agricultural Sciences	P	P	P						
Daji	Qiao	Physical & Math Sciences & Engineering	P	P	S						
Pamela	Riney-Kehrberg	Arts & Humanities	P	P	P						
Daniel	Russell	Social Sciences & Education	P	P	P						
Maria	Salas-Fernandez	Biological & Agricultural Sciences	P	P	P						
Pranav	Shrotriya	Physical & Math Sciences & Engineering	A	A	P						
Costas	Soukoulis	Physical & Math Sciences & Engineering	A	A	A						
Annette	O'Connor	Faculty Senate Representative	P	P	P						
Malavika	Adur	Post Doc	P	P	A						
Brijith	Thomas	Post Doc	P	A	P						
Joshua	Wolanyk	Grad Student--Physical & Math Sciences & Engineering	P	P	P						
Amanda	Bries	Grad Student -- Biological & Agricultural Sciences	P	P	P						
		Grad Student -- Arts & Humanities									
Nadia	Jaramillo Cherrez	Grad Student -- Social Sciences and Education	P	P	P						
Ex-officio											
Bill	Graves	Dean of the Graduate College	P	P	P						
Carolyn	Cutrona	Assistant Dean, Graduate College	P	P	A						
Natalie	Robinson	Record Analyst	P	P	P						
Sebastian	Speer	Student Service Specialist	P	P	P						
Judy	Strand	Program Coordinator	P	P	P						
Exec Comm											
Steven	Lonergan	Biological & Agricultural Sciences	P	P	P						
Deb	Marquart	Arts & Humanities	A	A	A						
Ken	Moore	Biological & Agricultural Sciences	A	A	A						
Gary	Munkvold	Biological & Agricultural Sciences	A	A	A						