Iowa State University
Graduate Council
MEETING AGENDA

Meeting: Graduate Council	*Key Roles*
Date: April 15, 2020 Place: WebEx	Meeting Leader: Bethany Gray, Chair
Start Time: 4:15 pm	Support: Sebastian Speer, Natalie Robinson
End Time: 5:00 pm	Resource:

TIME	TOPIC	DISCUSSION LEADER

4:15	Call to Order
	• Attendance and seating of substitute council members
	   o Chelsea Innarella-Servantez to be GPSS rep
	• Consent Agenda
	• No questions
	• Minutes of Graduate Council Meeting, March 25, 2020
	• Agenda for April 15, 2020
	• Items from GCCC:
	   o Masters in Artificial Intelligence
		Gray

4:20	Announcements & Remarks • Graduate Dean, Bill Graves- COVID-19 Updates o Graves- thank everyone on the Council for some good work this year, particularly Bethany who took on leadership of Council; thanked students for adding depth to the discussions; welcomed next year's GPSS rep Innarella-Servantez; mentioned P/NP to online graduate courses; discussed hiring recent ISU Ph.D. grads as new postdocs without advertising for an extended period, right now 3-month without advertising, plan to move that to 6 months until we get past the COVID-19 situation; April 15, deadline for prospective students who've been given financial offers without risk of having that financial award revoked; very concerned about international graduate enrollments; have students who want to come in the fall but can't get visas in time; possibly offering more online classes in the fall to allow international students to participate in coursework, keep them engaged through more online coursework so they could join us in person in January	Graves

4:30	Old Business
	• Postdoc contact person (proposal)
	   o Treanor on the call to answer questions about proposal; last time reviewed, questions about the intent, rationale for instituting as an official policy, reasons why there are more mandated activities than those given to DOGES and questions about PI vs PCP responsibilities.
	   o Notes sent to Treanor – IDP with no mention of PI; ask PI to do IDP every year when they do annual review; ask for the PCP to look at it in addition to the PI; don't want to make it a requirement; international postdocs who have questions about getting started before they go to faculty member, not required to meet with Treanor, but she wants to be available for that.
	   o Cutrona – take out the point on IDPs; a little too specific and not similar to guidance given to DOGEs. No requirement for IDP, but
		Gray, Treanor

suggest they do it with their PI; take out "PCP will;" change to "encourage" instead?

- o Adams –might be unforeseen consequences; HR now involved in hiring of postdocs, will cascade into things that were not intended. Seemed IDP was required based on the way this proposal was written; consensus to remove IDP section
- o Gray –Yes. Could say the PCP is available to consult; they'd be a resource, but not a requirement
- o Cutrona –PCP encouraged rather than required; once a year instead of once a semester; Ellinwood concurred; assuming it's a faculty position, could piggyback off faculty reviews (as annual)
- o Treanor –more concrete advice than what is given to DOGEs, came out of LAS
- o Adams –PCP serves as resource to postdocs makes sense, but he wondered where the 80% research, 10% prof development, 10% networking figures come from; from his experience, he can see a PI not agreeing that those percentages are reasonable; Cutrona agrees that this recommendation does not belong in this document, either, though it is noted on the Grad College website.
- o Graves –Graduate Council considering it, but have other Academic Deans reviewed it? Originated out of LAS and their Assoc. Deans. May be wise to seek input from other deans in Academic Colleges. Graves sensitive to new requirement to advertise postdocs; don't want to make having postdocs onerous; create another administrative responsibility for faculty with every department that has a postdocs, added burden; maybe good to get buy-in from academic college.
- o Ellinwood –Buy-in from Associate Deans for Research is important. Put on the agenda for the Associate Deans meeting.
- o Graves- strong support from LAS, maybe similar response from other colleges, but maybe good to know that before we take a vote on this
- o Gray –because this policy adds an administrative role, it needs to have administrative buy-in apart from Council
- o Gray –plan to take comments from Grad Council, pass on to Associate Deans for review and discussion.

- Election of Vice Chair
    - o Gray—Role of vice chair is to support the Council and chair the GFMC. Ellinwood has been filling that role this year, thanks to him for his work and policy revision that he undertook; at this time, can hold election for new vice chair; first step is nominations
    - o Adams nominated; took vote 13-0; thanks to Adams for volunteering; is elected as Vice Chair

- MFA Expired Course Policy
    - o Reflects language of Ph.D. policy; move and a second to vote on it. 13-0 to approve changes

- Master's tuition policy
    - o Cost of living comparisons in addition to stipend and tuition data from similar institutions

		o Adams – if Council open up a wider discussions, finding a way to fund this is important; broad sentiment in favor of looking at this, but think about how it might be able to be phased in, etc. o Gray – would need more detailed look at finances; total expenditure per master's student and what the tuition amounts; or are those master's students being compensated more than ours? o Graves – agrees with Adams; also consider outside the box options; like a stipend-less assistantship that covers ONLY tuition; NC State covers all tuition but has a lower stipend; could argue that we could reduce minimum stipend so that cost of master's student kept virtually the same, but more about how we're marketing it; high stipend but only 50% tuition like now OR pay no tuition, and on top of that, get a stipend, but a lower stipend; have to find a way to pay for it. o Gray – for broader policy issues, what is standard practice in the past for Grad Council? Do we need a smaller work group on this who would like to volunteer as a subcommittee?; Gray will send e-mail asking for volunteers after the meeting for a subcommittee to look at this issue.	

4:45	New Business
	
	• Documentation and Dissemination of Grad College Handbook revisions
	
	    o Come from DOGE; what are the current practices, policies of GC Handbook revisions?; how is it documented and disseminated to DOGEs, grad faculty, etc.?
	
	    o Adams – what concerns are; from both his perspective as DOGE and member of Council; challenge from faculty that there are changes in the Handbook, policies altered, but they weren't aware of those changes, told that that is no longer how those things are done; suggestions brought to Adams's attention, if documented like in Faculty Senate and can go back in prior versions; having better documentation going forward; and how to disseminate those changes; some thought that all new changes should go out, others in a clever way on a semester bases, new changes that happened over the semester.
	
	    o Haddad –e-mail with news happening at the college, maybe at the end have a link if there is a change; all PDFs of the changes.
	
	    o Gray – GC Handbook not a PDF; all electronic changes.
	
	    o Adams –change of graduate program versus major never brought to attention; just voted to approve change to policy of expired credits for MFAs, how would this information get out; faculty would not think to look at the docket for those changes.
	
	    o Cutrona –two meetings ago, voted to expand bridge-funding leave policy; don't have that policy up yet in the Handbook, when it goes in the Handbook, gets sent out to DOGEs and Associate Deans.
	
	    o Speer –do often send changes to DOGEs and support staff; is planning to send to the programs with MFAs
	
	    o Graves – what we could do that would be most helpful; at the end of every academic year, we could develop a summary of all of the changes that have occurred in the Handbook as a result of this past academic year's Council; send in Newsletter, post on website, in an e-mail, create new button on website with annual list of changes.
		Gray, Adams

- Adams –likes that as an option; made aware at the end of the academic year, PDFs linked to webpage, that list grows.
- Gray –when make a policy change like this, what is the timeline on implementation? If there was a set time when the new policy goes active, it would be easy to make an announcement about the changes.
- Robinson talked about when policies have been changed; need a more streamlined way of implementing a policy

- Counting 4-credit courses in fulfillment of POSC requirements that would exceed Graduate Council credit-limit policies
  - Exception made to policy that STAT 401 for non-degree, allow 10 rather than 9 credits; was that unilateral for all classes, or should it be expanded to allow for any other 4-credit course? Allowed for classes with labs, 2-credit classes, etc. Does 9 credits mean 3 courses or exactly 9 credits?
  - Gray –does it have to be based on number of credits or classes? Proposed language that would say max of nine credits, or 3 classes, whichever is larger; could be capped at "no more than 10 credits" or something like that.
  - Adams –doesn't have a good sense of how many 4-credit courses are used. Would like to see flexibility in the policy.
  - Klimavicz –STAT 401 and 2, 4-cr biochemistry courses are common for students in his field.
  - Gray –what is the concern with not allowing more than 9 or 10 credits?
  - Speer—you get people trying to transfer 12 instead of 9; Non-degree –line between 9 and 12; don't want student to get halfway through a program without being admitted as a student in the program.
  - Graves –another sentiment; before student gets too far into it, they should have an adviser. If they are accumulating non-degree credits, those courses may not be useful toward that degree, so get them in the program as soon as possible.
  - Klimavicz – a lot of that sorted out by POS committee; allowing a little more flexibility would be beneficial.
  - Cutrona –have Grad College come up with proposal for the Council. As a group on the call today, probably not come up with an answer; Speer leaning toward Gray's idea, 9 credits, or 3 classes, etc. Will comb through policies over summer, bring it back up in the fall.
- Tian –GCCC item, master's in artificial intelligence, what is the status on that? Passed here and will be moving forward to Graduate College Curriculum Committee; wanted feedback from Grad Council first this time;

First Name	Last Name	Discipline Area	Aug	Sept.	Oct	Nov	Jan	Feb	Mar	Apr
Dean	Adams	Biological & Agricultural Sciences	P	P	A	P	P	P	P	P
Joydeep	Bhattacharya	Social Sciences & Education	A	P	A	P	A	P	P	A
Wenyu	Huang	Physical Sciences, Math & Engineering	P	P	P	S	P	P	P	P
Shana	Carpenter	Social Sciences & Education	P	P	P	P	P	P	P	P
Matthew	Ellinwood	Biological & Agricultural Sciences	P	P	P	P	P	P	P	P
Bethany	Gray	Arts & Humanities	P	P	P	P	P	P	P	P
Monica	Haddad	Arts & Humanities	P	P	P	P	P	P	P	P
Tera	Jordan	Social Sciences & Education	P	P	P	S	P	P	P	P
Tonglu	Li	Arts & Humanities	P	P	A	P	A	P	P	P
Jodi	McGill	Biological & Agricultural Sciences	P	A	P	P	P	A	A	P
Scott	Nelson	Biological & Agricultural Sciences	P	P	P	P	P	P	P	P
Daji	Qiao	Physical Sciences, Math & Engineering	P	A	P	S	A	P	P	P
Maria	Salas-Fernandez	Biological & Agricultural Sciences	P	P	P	A	A	P	P	A
Jin	Tian	Physical Sciences, Math & Engineering	P	S	P	A	P	A	P	P
Michael	Young	Physical Sciences, Math & Engineering	P	P	P	A	A	P	P	P
		Faculty Senate Representative								
Tosaporn	Sattasathuchana	Post Doc	P	P	P	A	P	P	P	P
		Post Doc								
James	Klimavicz	Grad Student--Physical & Math Sciences & Engineering	A	P	P	P	P	P	P	P
Marcus	Jansen	Grad Student -- Biological & Agricultural Sciences	P	P	P	P	P	P	P	P
Eleanor	Field	GPSS Pres	P	P	P	A	P	P	P	P
Ozlem	Karakaya	Grad Student--Social Sciences & Education	P	P	P	P	P	P	P	P
Ali	Garib	Arts & Humanities	A	P	P	P	P	P	P	P
Ex-officio										
Bill	Graves	Dean of the Graduate College	P	P	P	P	P	P	P	P
Carolyn	Cutrona	Assistant Dean, Graduate College	P	P	P	P	P	P	P	P
Natalie	Robinson	Record Analyst	P	P	P	P	P	P	P	P
Sebastian	Speer	Student Service Specialist	P	P	P	P	P	P	P	P
Judy	Strand	Program Coordinator	P	P	P	P	P	P	-	-