

**Iowa State University
Graduate Council
MEETING MINUTES**

Meeting: Graduate Council	Key Roles
Date: August 28, 2019 Place: 3150 Beardshear Hall	Meeting Leader: Bethany Gray, Chair
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"> • Attendance and seating of substitute council members <ul style="list-style-type: none"> ○ Gray began by welcoming the new Council and explaining the role they play in graduate education, namely that they give input and guidance to the Graduate College in improving graduate education at Iowa State University. ○ Gray spoke about the stakeholders who will bring topics to the Graduate Council: the councilmembers themselves, graduate faculty from their departments and disciplinary groups, the Graduate College, and students and postdocs. 	Gray
<p>Announcements and Remarks</p> <ul style="list-style-type: none"> • Graduate Council Chair, Bethany Gray • Graduate Dean, Bill Graves <ul style="list-style-type: none"> ○ Graves also thanked the councilmembers for their services, and he introduced some overall issues that the Graduate College is already facing going into the year, including reduced enrollment this year, next year, and an impending cliff of enrollment around 2025 due to the projected number of 18 year olds. He stressed that the Graduate College does not control the Graduate Council, nor the policies that it creates. ○ Graves also mentioned some the robust external funding, plans to explore expansion of programs and working to eliminate the graduate application fee. ○ Graves spoke about making graduate student life better through retention and finding ways to help them feel valued and satisfied with their graduate experience. This may culminate in a new student satisfaction survey this year. ○ Graves thanked Gray for stepping in to lead the Council when the previous chair was not able to continue. • Associate Graduate Dean, Carolyn Cutrona <ul style="list-style-type: none"> ○ Cutrona spoke about on-going work with interdepartmental graduate programs, including external reviews and engaging with colleges across campus to offer more support for the interdepartmental programs. ○ Cutrona also mentioned new policies around disability accommodations that are required as a part of a student's graduate assistantship. There will likely be an audit of these accommodation services this year. • Graduate College Office, Judy Strand <ul style="list-style-type: none"> ○ Strand mentioned that there will be committees from the Graduate Council that will decide on awards and scholarships given by the Graduate College. ○ Strand also let the Council know that she is the deputy Title IX coordinator. 	Gray, Graves, Cutrona, Strand
<p>Graduate Council Logistics</p> <ul style="list-style-type: none"> • Website, schedule, proposal/voting timeline <ul style="list-style-type: none"> ○ Gray explained that the docket of items for monthly discussion is located on the Graduate Council website, as are the meeting schedules and by-laws and constitution for the Council. Gray stressed the importance of finding substitute members if a 	Gray

<p>councilmember is going to be absent. She also mentioned that items will not be presented and voted on in the same meeting. This gives councilmembers time to talk to others and gather more feedback about proposed changes.</p> <ul style="list-style-type: none"> ○ Strand explained that the consent agenda will be on every agenda. It will mostly contain items that are reviewed and voted upon by the Graduate College Curriculum Committee (GCCC). This committee vets academic requests for changes such as new programs, concurrent programs, and dual-listed courses. The GCCC votes on these items prior to the meeting, but Graduate Council should review and question items as well. 	
<p>Consent Agenda</p> <ul style="list-style-type: none"> ● Minutes of Graduate Council Meeting, April 17, 2019 ● Agenda for August 28, 2019 meeting ● Items from GCCC: <ul style="list-style-type: none"> ○ Dual list: Hort 471/571; Hort 471L/571L ○ Dual list: TSM 451/551 ○ MFCS Specializations Changes ○ Concurrent BS Mat E, MBA <ul style="list-style-type: none"> ▪ Passed 14-0 	Gray
<p>Committees</p> <ul style="list-style-type: none"> ● GFMC <ul style="list-style-type: none"> ○ The Vice Chair of the Graduate Council serves as the chair of the GFMC. This committee is in charge of reviewing associate graduate faculty membership requests. ● GCCC <ul style="list-style-type: none"> ○ Discussed in Graduate Council Logistics portion of the agenda ● Awards Committees <ul style="list-style-type: none"> ○ Later in the semester these committees will form to review applications and select recipients of Graduate College awards and scholarships. ● Special Committees <ul style="list-style-type: none"> ○ Ad Hoc committees will be assembled throughout the year for topics that may require more conversation and study than can be accomplished at normal meetings. 	Gray
<p>New Business</p> <ul style="list-style-type: none"> ● Nomination of Vice Chair (vote in September) <ul style="list-style-type: none"> ○ Gray explained that, with her taking over as chair, there now needs to be a new vice chair of the Graduate Council. Gray requested volunteers, and Ellinwood nominated himself. Nominations will remain open through the next meeting. ● Graduate Faculty Membership: Review of Eligibility Requirements and Procedures <ul style="list-style-type: none"> ○ Gray acted as the chair of the GFMC for the summer, and she noted some difficulties that the committee has in approving these requests. Gray explained the criteria for graduate faculty status and explained that it was developed on advice from the higher learning commission. Gray explained that the requirements for graduate faculty statues for most cases is objective, as it just calls for the nominee to have a Ph.D.; therefore further review beyond the department level is unnecessary. Gray supported the idea of having the GFMC review cases where the nominee does not have a Ph.D. or changing the criteria to necessitate review. ○ Ellinwood asked about the voting requirement of the faculty, as he felt it was unclear what is required. He felt that the vote should include a majority of all graduate faculty in the department to get approval, not just the majority of faculty in the program who attend the meeting. ○ Adams offered that in his department, the voting process included a majority of the voting members rather than a majority of the full faculty of the program. ○ Ellinwood doubted that any small committee of faculty could offer much more insight than faculty actually working in the nominating department, making the GFMC review unnecessary in most nominations for graduate faculty Gray noted that Ellinwood's 	Gray, Roberta Johnson- Student Financial Aid

<p>perspective lends to the idea that the GFMC may still review non-Ph.D. holding nominees, but it would no longer review nominees that have a Ph.D.</p> <ul style="list-style-type: none"> ○ Strand clarified a question about the requirements for graduate faculty membership; the policy in the Handbook mentions permanent appointments, which are not possible currently. Appointments of 5 years for new graduate faculty and 10 years for renewals are the rules currently in place. She also mentioned that there have been some requests to allow full graduate faculty membership for non-tenured faculty, and that idea should be considered as well. She also answered a question that P&S and postdoc employees can be appointed as associate members, but they need rank only status. ○ Gray proposed that, in light of the conversation, all nomination materials would stay the same in the revised GFMC process, but Ph.D.-holding nominees would undergo an administrative approval process through the Graduate College rather than be subject to GFMC review a review. <ul style="list-style-type: none"> ● Financial Aid Policies for Pursuing Multiple Graduate Degrees <ul style="list-style-type: none"> ○ Johnson relayed to the committee that the only aid available to most graduate students, beyond assistantships, are unsubsidized loans. Recently her office was made aware of a student who had taken \$300,000 in student loans over the course of earning two master’s degrees, and she’s now planning to start a Ph.D. degree or a third master’s program funded by Federal loans. The Financial Aid Office does not have a policy directly against this, as they would if this were an undergraduate student, but they are considering developing a policy to prevent abuse of the system. The two options that Financial Aid is considering is 1) a limit on the total number of degrees a student can earn while borrowing Federal money or 2) a limit on the number of semesters a student can continue receiving Federal financial aid ○ Ellinwood wondered about how liable we are to prove that students are using this money to actually finish a degree. Johnson informed the group that as long as Financial Aid has a policy, the government is not particularly concerned about the specifics. ○ Graves was curious about what other peer universities do. Johnson said that, because the government doesn’t have much in the way of guidelines, policies varied. ○ Between the two options that Johnson presented, the Council supported a limiting the number of semesters that a student could receive federal financial aid toward a graduate degree: 10 terms for master’s (or Ph.D. student who already has a master’s), and 14 terms for new Ph.D. students. 	
<p>Other Items/Issues</p> <ul style="list-style-type: none"> ● Cutrona brought up an on-going suggestion from the Higher Learning Commission about learning goals, assessments, and the use of those assessments to improve graduate programs. When this topic was first presented to Graduate Council, there were two options for evaluating the assessments. The first option was for the Graduate College create centralized outcomes for all students, and assessments and improvements would be monitored by the Graduate College. The second option was that the Graduate College would require that each program develop its own criteria for assessment and show how they are using those assessments to improve their programs. Implementation of the second option is currently the one being explored. External reviews would become more important. More information next meeting. ● One other item presented for consideration during this year at Graduate Council is POS committees that may have a conflict of interest or a lack of impartiality due to relationships between the members. The main questions are how to make sure all faculty have a voice on the committee, and that impartiality toward the student is preserved. 	All

