Iowa State University
Graduate Council
MEETING MINUTES

Meeting: Graduate Council	Key Roles
Date: November 20, 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:

Call to Order
- Attendance and seating of substitute council members
    - Dan Russell substitute for Tera Jordan
    - Levi Stanley substitute for Wenyu Huang
    - Henry Duwe substitute for Daji Qiao

Consent Agenda
- Minutes of Graduate Council Meeting, October 16, 2019
- Agenda for November 20, 2019
- Items from GCCC:
    - Concurrent BA/MA in English/Linguistics; Voting Record
    - Dual List: Math 423/523
    - Dual List: Math 469X/569X
        - Approved 11-0

Announcements and Remarks
- Graduate Council Chair, Bethany Gray
    - No announcements
- Graduate Dean, Bill Graves
    - Graves indicated that he had shared the Graduate College scholarships and funding programs for the 2020-2021 school year with DOGEs and support staff. Recruiting underrepresented students is highly supported by these programs this year.
    - New appointment rates and terms for graduate assistants were released last week. The stipend rates were raised by about 2% and there is now a process in Workday for paying students more evenly throughout the year. This involves lower stipend amounts for months in which the student only works half of the month. This will not affect the total amount a student is paid for the semester. Adams asked if this was mandatory and automatic. Speer replied it is not automatic nor mandatory, but all staff who enter stipends have been taught how to enter this way.
    - Graves explained an idea he has discussed with the Center of Communication Excellence (CCE) to help students get connected with the Center's services early in their graduate studies. This idea would require students to submit a non-edited piece of student writing at the same time as the POSC form. This piece of writing would be reviewed by the CCE to suggest resources and improvements the student could make prior to beginning their dissertation or thesis writing.
    - Ellinwood raised concern that the piece of writing that the CCE would receive would be edited, and he suggested a timed writing that would show the student's actual ability to write. Jansen noted that the submission can vary widely from program to program, so that might not be an effective timeframe for submission of this piece of writing.
    - Carpenter was interested to know what specific services from the CCE students find useful; she thinks that student testimonials may be helpful in advertising the CCE's services. Gray's concern is that this required writing would be just another new assessment added on top of the other stressors graduate students already face. Carpenter suggested that an assessment like this may be more stress now, but it would save some of the stress of writing later when students are actually writing their dissertations/theses.

- - - Bhattacharya suggested that this writing submission be an option that major professors can require at the time of POSC, but that it would not be mandatory for all students. Stanley worried that this would be another hoop that students and professors would not see the value in. Karakaya suggested an actual required course, rather than an assessment. Klimavicz disagreed with requiring an entire course for all students. Haddad suggested offering different options for this requirement.
    - Graves also added that there are on-going discussions about diversity and inclusion training for TAs, and it may be expanded to all GAs or all graduate students. Ellinwood noted that NIH might either already require this or may soon, so it may be possible to borrow some of their materials.
- Associate Graduate Dean, Carolyn Cutrona
    - Cutrona announced a session on graduate student mental health on November 21st at 3:00 pm in the Campanile Room. It is titled "Supporting Students in Distress; Building a Community of Care for Graduate Students," and it is being led by the new director of the Student Counseling Center, Dr. Christopher Hanes. Jansen requested that a member of GPSS's Graduate Student Wellness group attend, and Cutrona agreed. Ellinwood asked about physical wellness being covered in any sessions, and Cutrona suggested contacting Theilen Health Center.
- Graduate College Office, Judy Strand
    - Strand reminded the Council that she had sent around sign-up sheets for Graduate College awards. Some Council members who didn't sign up for a committee may receive emails requesting their involvement in committees that are not full.

Old Business
- Exception to full graduate faculty status policies
    - Ellinwood relayed that he had begun to review Appendix G of the Graduate College Handbook for any changes that might need to be made. Klimavicz had already volunteered to assist, but Ellinwood was hoping for one additional faculty member, and Adams volunteered. Ellinwood hopes to have this voted on by February.
- POSC Deadline and timeframe before preliminary exam
    - Speer presented a verbiage change to the preliminary exam policy; Rather than a POSC needing to be approved by the Graduate College "the semester before" the preliminary exam," he changed the timeframe to "3 months prior" to the preliminary exam. Ellinwood suggested changing the verbiage to indicate "3 calendar months" or "90 days" for clarity. Bhattacharya asked why this policy even exists, and Robinson responded that this was to allow POSC committee members to have time to prepare for the exam and to understand what content was to be on the exam. Graves suggested removing "non-thesis" from the verbiage. This will be voted on next month.

New Business
- Dismissal of Postdoc due to Loss of Funding (Misty Treanor, Post-doc Coordinator in the Graduate College)
    - Treanor presented that the only way to dismiss a postdoc according to current policy is if there is unsatisfactory conduct or misconduct. She stated that there is a need to have a policy regarding dismissing a postdoc because the money on a grant ran out. Adams was curious about the appeal process, because if the money is gone, there isn't anything to appeal. Treanor responded that if the PI entered into the contract under false pretenses of having enough money, it may be expected that the department find money to finish out the Postdoc's contract. Bhattacharya was still concerned about the need for this policy and appeal process if they were just going to come down to the original contract. Gray suggested reworking the order of the paragraphs.
- Change to credit taken as undergraduate counting toward graduate degree (Strand)
    - Strand explained that the current undergraduate coursework policy allows 9 credits taken as an ISU undergrad to be used toward a graduate degree, as long as those classes do not count toward their undergraduate degree requirements. Some students become concurrent graduate/undergraduate students so that they can use up to 6 credits to meet both undergraduate and graduate degree requirements, but when they become concurrent, they are no longer eligible for undergraduate funding. This proposal would allow any student, regardless of whether or not they are concurrent, to use 6 credits of coursework taken as an undergraduate to count toward a graduate degree without having to become a concurrent student.

- o Cutrona asked how this would help with funding, and it was explained that undergraduate students have specific aid that can only be given to undergraduates; when students become concurrent and are then coded as graduate students, they can no longer use that aid. This change in policy would allow any students the same number of courses that can be double-counted between an undergraduate and graduate degree without requiring the change of status to a graduate student. Concurrent status would still be allowed for students that it would benefit.
  - o Strand requested the Council get feedback from their departments.
- Bridge funding for arrival of new child (Cutrona)
  - o Cutrona explained that the policy for arrival of a new child as currently worded allows for the Graduate College to assist in funding six weeks after the arrival of a new child. This does not allow for some students who would rather start that leave prior to the arrival of the child, and when presented with such a case, the Graduate College was required to use a different incapacitation policy for a student who felt they needed time prior to arrival. Bhattacharya suggested that maybe the incapacitation policy better applies to students who don't think they can continue work at the end of a pregnancy. Cutrona responded that the incapacitation policy requires medical documentation of the incapacitation. Jansen also mentioned there might be non-pregnant parents wanting to take this time, such as fathers or adoptive parents.
- Grading options for 699 credits (Gray)
  - o Gray brought up an issue in her department about research grades. In English, they do not assign research credit grades until the dissertation is complete, and the strain that can put on administrative efforts and students is large. This includes issues with the POSC and many grade change forms at the end of a student's degree. She suggested an "in progress" grading option, which would be resolved at the end.
  - o Many Council members and students were shocked that there was anyone who didn't assign actual grades for research every semester. Many of them assign S/F grades, rather than A-F grades, but others indicated that the research credit represents what the student completed that semester and their overall progress. Karakaya wondered why they give letter grades at all, because those grades don't count in GPA anyway.

Other Items/Issues
- Should oral exam be open to the public?
  - o Gray relayed that they had a request to ask the Council about whether dissertation defenses should be open and public events. The schedules of all exams are publicly available on the Graduate College website.
  - o Most Councilmembers indicated that their exams begin with an open presentation, but they also have a closed session of questions with the committee after the presentation. Some of those who don't have this format have entirely closed exams, but the students present an open forum at a time other than the exam.
  - o A few councilmembers mentioned that at their previous institutions, there was either a requirement or a culture of many others attending exams, but several Councilmembers also suggested that they have never seen anyone attend the open portion of the exam.

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