

**Iowa State University
Graduate Council
MEETING AGENDA**

Meeting: Graduate Council		Key Roles	
Date: January 20, 2021 Place: Webex		Meeting Leader: Bethany Gray, Chair	
Start Time: 4:15 pm		Support: Natalie Robinson, Samantha Hirschman	
End Time: 5:30 pm			

TIME	TOPIC	DISCUSSION LEADER
4:15	Call to Order <ul style="list-style-type: none"> • Attendance and seating of substitute council members <ul style="list-style-type: none"> • Elisabeth Lonergan for Steven Lonergan 	Gray
4:20	Announcements and Remarks <ul style="list-style-type: none"> • Graduate Council Chair, Bethany Gray <ul style="list-style-type: none"> • Gray is working on a survey to compare ISU's minimum support requirements for graduate assistantships, scholarships, etc. to our peer institutions. • Haddad expressed that the issue of handling hourly employment for graduate students on assistantships is key. • Graduate Dean, Bill Graves; no comments • Associate Graduate Dean, Carolyn Cutrona; no comments 	Gray, Graves, Cutrona
4:25	Consent Agenda <ul style="list-style-type: none"> • Minutes of Graduate Council Meeting, December 16, 2020 • Agenda for January 20, 2021 meeting • Items from GCCC: <ul style="list-style-type: none"> ○ Dual-listed: C E 462X/C E 562 <ul style="list-style-type: none"> • Lonergan had a note on dual-listed courses; he requested that future proposals should include a greater distinction between graduate- and undergraduate-level courses. ○ MBA with a specialization in Leadership; Voting Record • Approved 12-0 	Gray
4:40	Old Business <ul style="list-style-type: none"> • Graduate Faculty Membership: Eligibility Requirements and Procedures – passed unanimously <ul style="list-style-type: none"> ○ Should be ready for implementation by Feb. 1 ○ Summary of policy changes and outline of new processes to be sent to DOGEs and GradSup. 	Robinson
4:45	New Business <ul style="list-style-type: none"> • Distance Tuition memo <ul style="list-style-type: none"> ○ The greatest concern is distance-only graduate programs' ability to continue if students do not receive resident tuition, or at least something less than out-of-state tuition. ○ Gray expressed the Council's desire to be on record in support of an amicable solution and to emphasize the urgency of a decision from the BOR. ○ Hirschman suggested including student statements about the impact of changing tuition on distance student and offered to work with ELO to gather testimonials. ○ Jordan asked what about the memo does not seem urgent 	Lonergan & Nelson, Brown, Gray

enough. She suggested speaking to Shawn Boyne and/or Ann Marie VanderZanden to get the latest information regarding a policy, as there may be more information than has been communicated.

- Loneragan emphasized that not having this most recent information is part of the problem, so he still feels that the memo is appropriate to send given the information that Council has today.
- Loneragan, Gray, Nelson, and Robinson will review the memo and discuss whether it will be sent to the Provost's Office.
- One course required after admission to certificate program
 - Robinson outlined the history of the policy that requires certificate students to take at least three credits after admission to the certificate program being born out of Dean Holger's insistence that students pursue certificates intentionally.
 - Brown discussed the Education for Social Justice certificate. While it is technically housed in the education department, the certificate is aligned more with elective courses and is taken by students outside of education as much as those within the major. Students have to make a choice to take these electives even if they forget to declare the certificate prior to their last semester at ISU. This is common among master's students, as they are here for such a short time.
 - Gray asked if the rule could be changed from requiring three credits after admission to requiring that students cannot receive a certificate after graduation if the real concern is issuing a certificate retroactively.
 - Graves confirmed Dean Holger's desire for certificates to be earned intentionally to ensure that students receive advising and plan their certificate programs of study.
 - In Cutrona's 2.5 years in the Graduate College, she's seen students who couldn't make it through a master's program due to various life circumstances, and she's helped those students leave with a certificate so that they do not leave ISU with no credential to show for all of their hard work.
 - Haddad is the Director of Certificate Studies (DOCS) for the Geographic Information Systems (GIS), and she tells all College of Design students about the certificate upon admission and wondered if DOCS could make concerted efforts to communicate about these certificate programs at the time of admission.
 - Brown runs the applied research certificate in education, and many of these courses are embedded in the curriculum for education majors. He is aware that this is not always the case for certificates like ESJ, so it might be harder to communicate about the need to declare a certificate early to students in these types of certificate programs.
 - Graves mentioned that programs can always set stricter requirements for certificates than the Graduate College stipulates.
 - Robinson, Haddad, Brown, Ryan, and Johnson volunteered to take a look at the certificate section of the Graduate College Handbook to discuss needed revisions.

5:20	<p>Committees</p> <ul style="list-style-type: none"> • Recruitment workgroup (Monica Haddad, Michael Bailey, Bethany Gray) <ul style="list-style-type: none"> ○ Gray reported that English has seen a 30% increase in applications, while Adams reported a slight decline in EEB. ○ Brown asked if the April 15 resolution is still in effect, as he'd heard rumors that CGS was not upholding it this year and that students felt pressured to commit to a school earlier. Graves offered to look into this and report back to Council via Robinson. • Thesis/Dissertation workgroup (Tera Jordan, Ellie Field, Michael Brown, Jeffrey Zimmerman) <ul style="list-style-type: none"> ○ Gray will communicate with both the recruitment and thesis/dissertation work groups to get started on issues that they will tackle. • Awards Committees <ul style="list-style-type: none"> ○ Margaret Ellen White Graduate Faculty Award (Heidi Hohman, Tera Jordan; need at least one more faculty member and a student) ○ Karas Award for Outstanding Dissertations (Steven Lonergan; need at least 2 more faculty) ○ Zaffarano Prize for Graduate Student Research (Scott Nelson; need at least 2 more faculty) ○ Robinson will follow up with an e-mail asking for more volunteers. 	Gray, Graves, Robinson
5:25	Other Items/Issues	All

First Name	Last Name	Discipline Area	Aug	Sept.	Oct	Dec	Jan	Feb	Mar	Apr
Dean	Adams	Biological & Agricultural Sciences	P	P	P	A	P			
Michael	Brown	Social Sciences & Education	P	A	P	P	P			
Sarah	Ryan	Physical Sciences, Math & Engineering	P	P	P	P	P			
Shana	Carpenter	Social Sciences & Education	P	P	P	P	A			
Steven	Lonergan	Biological & Agricultural Sciences	P	P	P	P	P-sub			
Bethany	Gray	Arts & Humanities	P	P	P	P	P			
Monica	Haddad	Arts & Humanities	P	P	P	P	P			
Tera	Jordan	Social Sciences & Education	P	P	P	P	P			
Michael	Bailey	Arts & Humanities	P	P	P	P	P			
Donna	Winham	Biological & Agricultural Sciences	P	P	P	P	A			
Scott	Nelson	Biological & Agricultural Sciences	P	p	P	P	A			
Daji	Qiao	Physical Sciences, Math & Engineering	P	P	P	P	P			
Maria	Salas-Fernandez	Biological & Agricultural Sciences	P	P	A	P	P			
Wensheng	Zhang	Physical Sciences, Math & Engineering	P	P	P	P	P			
Song-Charng	Kong	Physical Sciences, Math & Engineering	P	P	A	A	P			
		Faculty Senate Representative								
Chamari	Wijesooriya	Post Doc	P	P	P	P	P			
		Post Doc								
Amin	Daghighi	Grad Student--Physical & Math Sciences & Engineering	--			A	A			
Eleanor	Field	GPSS Pres/Grad Student -- Biological & Agricultural Sciences	P	P	P	P	P			
Charles (Chuck)	Wongus	Grad Student--Social Sciences & Education	P	A	A	A	A			
Carrie Ann	Johnson	Grad Student -- Arts & Humanities	P	P	A	P	P			
Ex-officio										
Bill	Graves	Dean of the Graduate College	P	P	P	P	P			
Carolyn	Cutrona	Associate Dean, Graduate College	P	P	P	A	P			
Natalie	Robinson	Exec. Admin. Asst. to the GC Dean	P	P	P	P	P			
Samantha	Hirschman	Student Services Specialist	N/A	N/A	N/A	N/A	P			