Iowa State University Graduate Council MEETING AGENDA

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| ***Meeting: Graduate Council*** | ***Key Roles*** |
| Date: March 24, 2021Place: Webex | Meeting Leader: Bethany Gray, Chair |
| Start Time: 4:15 pm | Support: Natalie Robinson, Samantha Hirschman |
| End Time: 5:30 pm |  |

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| TIME | TOPIC | DISCUSSION LEADER |
| 4:15 | Call to Order* Attendance and seating of substitute council members
	+ No subs
 | Gray |
| 4:15 | Announcements and Remarks* Graduate Dean, Bill Graves
* Wrote his comments in the chat:
	+ Please note the e-mail from the President regarding the revised academic calendar. The Graduate College will be considering if any changes to deadlines will be needed, particularly for spring next year.
	+ The Graduate College would appreciate thoughts from Graduate Council on when to begin the transition back to our usual policies regarding remote participation in preliminary and final oral examinations.
		- Robinson discussed data from University of Iowa that she will share at the next meeting.
		- Cutrona advocates for remote participation for all participants in all exams for at least another year.
		- Jordan agreed with Cutrona and suggested that the Council create best practices, i.e.) letting faculty know in advance if family will be present, etc. Survey DOGEs
		- Haddad let students use her campus office for exams if they needed more stable Internet access, so having a guideline for best practices will be helpful.
	+ As you probably know, in-person commencement ceremonies are planned for the end of this semester.
* Kristen Constant & Steve Mickelson, WorkDay Student update
	+ Presented WorkDay Student implementation timeline
	+ Working on an aggressive timeline of 18-30 months
	+ Developing advisory groups when modernizing a new SIS is key. The planned advisory groups include: current SIS, WorkDay evaluation process, timeline, plan and communicate, governance, plan and discovery, and next steps.
	+ Moving from ADIN and A+ to the cloud, we know that the cloud is more powerful, robust, and adaptable, while the risk of maintaining the current system is that it is on-site, restrictive, and fragile, so it’s a necessity that we change how we do business at ISU
	+ To prepare for WorkDay, ISU has done a fit-gap evaluation, WorkDay demos, virtual site visits, and developed a business case, none of which was done for the HR/Finance pieces.
	+ Timeline: full production expected by 2025
		- June 2023 – recruitment/POSC
		- Sept. 2023 –course catalog
		- March, Sept., and Dec. 2024 finish the full lifecycle of a student.
		- Functional team will work on the lifecycle of a student piece
	+ Project governance will determine who has the authority to make decisions and share information
	+ Change management team will work on helping campus to embrace the change
	+ Program director search currently underway, and the quality assurance team is through Huron
	+ The steering committee will include approximately 25 people with vested interest in all decisions being made; steering committee being formalized to include faculty, students, Graduate College, research, receivables, advising, and student support
	+ Plan and discovery phase will have seven work streams over 10 months; faculty and students will not be as engaged over the summer.
* Graduate Council Chair, Bethany Gray –no comments
* Associate Graduate Dean, Carolyn Cutrona—no comments
 | Constant & Mickelson, Gray, Graves, Cutrona |
| 5:00 | Consent Agenda* Agenda for March 24 meeting
* Items from GCCC:
	+ [PHIL 435X/535 POL S 435X/535](https://nextcatalog.registrar.iastate.edu/courseadminx/?key=2256)
	+ [Master of Healthcare Analytics and Operations](https://www.grad-council.iastate.edu/sites/default/files/2020-2021/March%202021/Master%20of%20Healthcare%20Analytics%20and%20Operations%20-%20form-A%202242021.docx)
* All in favor 11-0
 | Gray |
| 5:05 | Old Business* Certificate program workgroup report (Brown)
	+ Reviewing this policy because students want to leave ISU with a credential to show for their work, but the issue of having to take three credits after admission to the certificate program is a barrier.
	+ Mirka e-mailed Gray stating that the requirements to apply for a certificate before completing the final three credits earned toward the certificate limits job opportunities for students; understands the need to head off retroactive certificate, but believes there is a better way.
	+ Changes made to current policy include: differentiating between application types required, no requirements about when certificate POS forms should be filed, and allowing students to complete a certificate up to two years after they’ve completed the last course needed for the certificate.
	+ Gray asked if a student drops out of a program and is no longer at ISU, would they be able to fill out a certificate completion form retroactively as long as it is completed within two years of completing their last course. Brown answered that this is the intent of the policy change.
	+ Cutrona in favor of eliminating the policy that requires that the POS must list one ISU graduate course after admission to the program. Adams also supportive of this change.
	+ Ryan mentioned that the statement about the number of allowable graduate and undergraduate credits has been removed in the revised policy.
	+ Vote on policy changes at next meeting
* Dissertation/thesis workgroup update
	+ Jordan reported that they met 3/24. Compton leading the team and updating website.
* Recruitment workgroup report (Gray)
	+ Team working on a survey
	+ Humanities expressed need for additional support.
	+ Working on gaining information about GC current resources and what resources are used.
	+ List of current ways that GC recruitment works
	+ Brown mentioned removing language about “elite,” “top-tier” institution recruitment; increase quality of students, but want to be inclusive.
 | Gray, Brown, Compton, Youngberg |
|  5:15 | New Business* Graduate Faculty policy wording update for postdocs (Lonergan/Adams)
	+ Individuals pursuing a graduate degree at Iowa State University**, and postdoctoral associates at Iowa State or elsewhere,** are not eligible for graduate faculty associate membership.
 | Brown, Lonergan/Adams, Graves/Hirschman, Robinson |
| 5:25 | Other Items/Issues | All |

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