Iowa State University Graduate Council MEETING MINUTES

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| ***Meeting: Graduate Council*** | ***Key Roles*** |
| Date: April 20, 2022Place: Webex | Meeting Leader: Dean Adams, Chair |
| Start Time: 4:15 pm | Support: Natalie Robinson |
| 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
	+ Kathleen Delate for Ajay Nair and Michelle Soupir, GC
 | Adams |
| 4:15 | Announcements and Remarks* Graduate Council Chair, Dean Adams
	+ Thanks to everyone for a great year.
* Graduate Dean, Bill Graves
	+ Thanked everyone for their service this year and made special mention of Dean’s outstanding service as Chair. He noted how professional and well-organized the meetings were this academic year.
	+ WorkDay Student meeting today in which a pending decision that needs to be made was discussed. Wanted input from Graduate Council on the issue. Decision is about a grade point average calculation and how it is displayed to the student. This has implications for putting a student on probation. If a student falls below a 3.00 cumulative GPA after the first semester, they given a grace period. Then, they are put on probation and cannot graduate in that status if their GPA remains below a 3.00 in subsequent semesters. The decision boils down to whether we round GPAs or truncate them.
	+ Policy in University Catalog is what a student will see.
	+ Asked if anyone wants to meet in April or early May to hear more about the ramifications of this and what it could mean for graduate students.
* Graduate College Office, Natalie Robinson
	+ Graduate Council nominations underway and Vice Chair voting TODAY!
		- Eligible members: Chunhui Xiang, Degang Chen, Ajay Nair, & Amanda Weinstein
		- Adams indicated that it was a pleasure to learn, and being vice chair is less onerous than some committee work on campus.
 | Adams, Graves, Robinson |
| 4:20 | Consent Agenda* Agenda for April 20, 2022, meeting
* [Minutes](https://www.grad-council.iastate.edu/sites/default/files/2021-2022/March%202022/GC%20March%20Minutes_3-23-2022_FINAL.docx) for March 23, 2022, meeting
* Items from GCCC:
	+ Dual-list: [CPR E 487/CPR E 587X](https://nextcatalog.registrar.iastate.edu/courseadminx/?key=2482)
	+ Dual-list: [ARTIS 470X/ARTIS 570X/BPM I 470X](https://nextcatalog.registrar.iastate.edu/courseadminx/?key=2491)
	+ Dual-list: [SOC 444X/SOC 544/SUSAG 544](https://nextcatalog.registrar.iastate.edu/courseadminx/?key=2521)
	+ Dual-list: [POL S 401/POL S 501](https://nextcatalog.registrar.iastate.edu/courseadmin/?key=6645)
	+ [Discontinuation of Latin Minor](https://www.grad-council.iastate.edu/sites/default/files/2021-2022/April%202022/LATIN%20Proposal%20for%20Discontinuation%20of%20Minors%2002-08-2022.docx) and [Voting Record](https://www.grad-council.iastate.edu/sites/default/files/2021-2022/April%202022/LATIN%20Minors%20Discontinuation%20Approval%20Voting%20Record%20%20Form.doc)
* All in favor 15-0-0
 | Adams |
| 4:25 | Old Business* 6.3.2 Graduate Courses Taken as an ISU Undergraduate – Graves suggested amendment to statement in 6.3.2.: “These credits could have been used to meet undergraduate degree requirements” to be changed to read, “These credits could NOT have been used to meet undergraduate degree requirements” and still allow undergraduate-level courses taken as an undergraduate to count toward the graduate degree.
	+ Added Graves’s suggestion from last meeting
	+ Freeman received an email from a prospective student who has looked at the Graduate College Handbook. The student asked if we allow undergraduate courses taken as an undergraduate student from ISU to count toward a graduate degree, why can’t they transfer undergrad courses from another institution? Freeman had no answer for transfer credits taken at another institution.
	+ Bailey: We could make inclusion of undergraduate courses taken as an undergraduate a tool for recruiting students elsewhere. But is there a mechanism for determining if those courses were used toward their undergrad degree? No issue if we make this the only rationale. We can’t determine if those other institutions’ courses would be eligible or not because we can’t assess whether they were used toward the undergraduate degree.
	+ Ryan: is Option 1 still on the table?
	+ Learning outcomes with ISU syllabus; depending on where they did their undergraduate degree, a syllabus can be unclear, so it would get complicated in that area as well if we tried to assess other institution’s undergraduate coursework taken in undergraduate status.
	+ Option 1 and Option 2 were both reviewed again in full.
	+ Freeman moved to stick with Option 1 and continue discussion. Ryan Second the motion. Not unanimous but approved 11-2-1.
* [MS Coursework Only in COM S and A I Proposal](https://www.grad-council.iastate.edu/sites/default/files/2021-2022/April%202022/MS%20Course%20Work_ComS_Updated.docx)
	+ This issue is brought to Council because an M.S. coursework-only program is prohibited according to Handbook policy.
	+ Dean and Natalie met with the COM S DOGE, Department Chair, and faculty member to discuss paths forward.
	+ Lonergan: GCCC was not convinced that this should be a Master of Science degree, but all members of GCCC understand that this is a policy change and a bigger issue than simply this single degree proposal.
	+ Still very much a Grad Council issue regarding what we call a coursework only program vs a Master of Science.
	+ The Council can either revisit the Appendix E definition of Master of Science or kick the proposal back and state it’s not appropriate.
	+ Other universities do have coursework-only Master of Science degrees, including peer or better institutions.
	+ Freeman: Wondering why COM S is unhappy to call it a Master of Computer Science. The program stated that they are more competitive in recruiting if awarding a Master of Science. COM S has an overabundance of applicants and can take only so many into the thesis program. They will go elsewhere if it’s not an M.S.
	+ Bailey: Why can’t COM S make a creative component possibility?
	+ Tian: Creative component students still need a major professor; the size of faculty versus students makes it impossible to take on more graduate advising responsibility.
	+ Chen: He has advised multiple creative component students. Students are often not willing to spend the time to do the creative component, as they are often working full time and doing a master’s on the side. From a faculty point of view, there is no benefit to doing the work. The workload is not manageable with hundreds of master’s students doing the creative component. Computer Science, Computer Engineering, etc., technology is changing very fast. Many students go to a university to get a coursework-only master’s degree to learn new technology and be better-prepared for jobs. Students are often looking for wholly online options.
	+ Adams: The components described are consistent and are covered by the professional master’s. The concerns stated by COM S, CPR E, etc., match challenges of other programs; COM S is not unique. Sticking point is what is the program called.
	+ Lonergan: Ff we allow this change, many programs will immediately change requirements for an M.S. degree, as it’d be a competitive advantage. It is incumbent on the Council to think about learning outcomes and let those inform our decisions. Very sympathetic to trying to get more students and make impact in fields. Speaking for the GCCC, it’s a big change.
	+ Freeman: Whether we eventually accept a change or not, we can’t do it now. This goes against how ISU policy for professional degrees is determined. Significant change and shouldn’t be doing it at the last meeting without significant input from DOGEs across campus, etc. Don’t see how we could approve this request until those conversations have happened. Maybe make progress next academic year with DOGEs.
	+ Chen: Survey of peer and other institutions that do offer M.S. coursework-only degree options and how our policy compares with those peer institutions might also be useful for next year’s considerations. COM S could do that, but should look beyond just that discipline.
	+ Graves will start with Big 12 institutions next week.
	+ Discussions will continue next academic year.
 | Adams, Graves |
|  4:40 | New Business* [Documenting changes to the Graduate College Handbook](file:///%5C%5Cmy.files.iastate.edu%5Cgcol%24%5CUsers%5Cnbr%5CGrad%20Council%5CGC%202021-2022%5CApril%202022%5CDocumenting-Archiving-Grad-Handbook-Changes.pdf)
	+ Adams spent time digging through history. 24 years of the Faculty Handbook is available annually with footnotes and annotations regarding when changes were made.
	+ Not nearly as easy to document changes with the Graduate College Handbook. There are only 5 years on record online or on a hard drive in the Graduate College office. Maintained as a webpage, so policy changes aren’t as obvious. Even though the Graduate College provides a summary of accomplishments from the Graduate Council annually, those updates are not linked with wording changes in the Handbook.
	+ How often, when, and who may make changes in Handbook is a fundamental question that Council should address.
	+ For the Faculty Handbook, there is a twice a year review of wording/policy changes with a vote of Faculty Senate to make changes. No other changes are made, then, until the next round of revisions. In the Graduate College, we make changes all academic year. Adams’s suggestion is to collect those changes all year but only make the changes twice a year.
	+ Things like pronoun changes, Adams said, should not even be made without vetting of faculty.
	+ Motion 1: Grad Handbook archiving and changes consistent with the Faculty Handbook. The new version will be up without changes every August.
	+ Motion 2: Section A.1.4 #3 to include a statement. Anything that could be interpreted as policy change is coming from Council.
	+ Brown: Archiving and footnotes are not good for design. Might consider a different method other than footnoting.
	+ This item will be revisited in the coming academic year.
 | Adams |
| 5:25 | Other Items/Issues |  |

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| **First Name** | **Last Name** | **Discipline Area** | **Aug** | **Sept.** | **Oct** | **Nov** | **Dec** | **Jan** | **Feb** | **Mar**  | **Apr** |
| Dean | Adams | Biological & Agricultural Sciences | P | P | P | P | P | P | P | P | P |
| Michael | Brown | Social Sciences & Education | P | P | P | A | P | P | P | A | P |
| Sarah | Ryan | Physical Sciences, Math & Engineering | P | A | P | P | P | P | A | P | P |
| Chunhui | Xiang | Social Sciences & Education | P | p | P | P | P | P | P | P | P |
| Steven | Lonergan | Biological & Agricultural Sciences | P | P | P | P | P | A | P | P | P |
| Jae Hwa | Lee | Arts & Humanities | P | A | P | A | A | P | P | P | P |
| Monica | Haddad | Arts & Humanities | P | P | P | P | A | P | P | P | P |
| Tera | Jordan | Social Sciences & Education | P | p | P | P | P | P | P | P | P |
| Michael | Bailey | Arts & Humanities | P | p | P | P | P | P | P | P | P |
| Donna | Winham | Biological & Agricultural Sciences | P | P | P | P | A | A | P | A | A |
| Scott | Nelson | Biological & Agricultural Sciences | P | A | P | P | P | P | P | P | P |
| Degang | Chen | Physical Sciences, Math & Engineering | P | P | P | P | P | P | P | P | P |
| Ajay (Kathleen) | Nair (Delate) | Biological & Agricultural Sciences | P | sub | P | P | P | A | P | P | P |
| Jin | Tian | Physical Sciences, Math & Engineering | A | A | P | A | A | P | P | P | P |
| Amanda | Weinstein | Physical Sciences, Math & Engineering | P | p | P | P | P | P | P | P | P |
| Steven | Freeman | Faculty Senate Representative | P | p | P | P | P | P | P | P | P |
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| Stephanie | Klein | Post Doc  |  |  | P | A | A | P | A | P | A |
| Katherine  | Geist | Post Doc  |  |  | A | A | A | A | A | A | A |
|  |  | Grad Student--Physical & Math Sciences & Engineering  |  |  |  |  |  |  |  |  |  |
| Chelsea | Iennarella-Servantez | GPSS Pres/Grad Student -- Biological & Agricultural Sciences  | P | P | P | A | A | A | A | A | A |
| Charles (Chuck) | Wongus | Grad Student--Social Sciences & Education | A | A | A | A | A | A | A | A | A |
| Carrie Ann | Johnson | Grad Student -- Arts & Humanities | P | P | P | A | P | P | P | P | P |
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| Ex-officio |   |   |  |  |  |  |  |  |  |  |  |
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| Bill | Graves | Dean of the Graduate College | P | P | P | P | P | P | P | P | P |
| Natalie | Robinson | Assistant Director of Academic Services, Graduate College | P | P | P | P | P | P | P | P | P |
| Samantha | Hirschman | Graduate Student Services Specialist II, Graduate College | P | P | P | P | P | P | P | P | P |