Iowa State University Graduate Council MEETING AGENDA

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| ***Meeting: Graduate Council*** | ***Key Roles*** |
| Date: November 17, 2021Place: 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
 | Adams |
| 4:15 | Announcements and Remarks* Graduate Council Chair, Dean Adams
	+ Welcome
* Graduate Dean, Bill Graves
	+ News about outcome of Council’s work on oral exam policy
		- Enacted by GC as quickly as possible. A little over 2 weeks, 89 oral exams, 84 of 89 passed, 5 with conditions, no not passes
		- 26% had a student remote, 54% had at least 1 committee member remote. 100% report that AV connections maintained well, all POS committee members participated throughout
		- People happy with new system so far.
* Associate Graduate Dean, Carolyn Cutrona
	+ High levels of mental distress from COVID; be alert and supportive, as well as familiar with resources
		- Long waiting lists at counseling center; advise students to consider group counseling if possible
		- Online self-help resources. During crisis, say they’re in crisis.
* Graduate College Office, Natalie Robinson
	+ Call for Karas, Zaffarano Award – Chen (Karas), Lonergan (Zaffarano), Nelson (Zaffarano)
	+ Call for PLAC rep
 | Adams, Graves, Cutrona, Robinson |
| 4:25 | Consent Agenda* Agenda for November 17, 2021 meeting
* Minutes for October 20, 2021 meeting
* Items from GCCC:
	+ Dual-list: [MIS 410X/MIS 510X](https://nextcatalog.registrar.iastate.edu/courseadminx/?key=2350)
	+ [Digital Marketplace Analytics Certificate](https://www.grad-council.iastate.edu/sites/default/files/2021-2022/November%202021/Digital%20Marketplace%20Analytics%20Proposal.doc)
	+ [Remove dual-list for MGMT 476X/576X](https://www.grad-council.iastate.edu/sites/default/files/2021-2022/November%202021/MGMT%20476X%20request%20to%20make%20permanent-signed.docx.pdf)
* All in favor
 | Adams |
| 4:25 | Old Business* [Graduate tuition scholarship policy](https://www.grad-council.iastate.edu/sites/default/files/2021-2022/September%202021/Grad_Tuition_Scholarship_Policy.docx) (Graves)
	+ Policy states that if a master’s student is appointed to an assistantship outside their home college, it’s the appointing college that’s expected to pay the cost of the tuition scholarship.
	+ For doctoral students, the home department of the Ph.D. student covers the cost when there’s not a grant/external funding. If there is an outside source, expected to use it. Appointing unit rather than home college is responsible for cost. In some colleges, like design, there is evidence for students from that college being appointed by other units on campus to take advantage of their skills. The College of Design is taken by surprise because they’d be required to cover tuition of students even though they didn’t approve assistantship or have knowledge of it.
	+ Terminal master’s definition: Landscape Architecture is considered terminal in the discipline. Others in College of Design, MFA in ENGL all terminal. GC Handbook calls for terminal master’s to be handled like Ph.D. program regarding the amount of tuition scholarship; calls for 100% tuition scholarship. Policy on who pays tuition doesn’t necessarily call for this.
	+ Align terminal master’s with Ph.D. for amount but not for who pays the scholarship is how we’re treating it.
	+ Freeman: how many MFAs, MLAs, are paid outside their programs?
	+ Haddad: COD can come up with some ideas. Talk to Seda to start. Data from GC regarding students affected, GC can help with that. Send material to Monica and will have updates at next meeting.
	+ Nair: How does GC handle similar situations for interdepartmental programs? 100% and 50% tuition applies to ½-time assistantships. ¼-time, assistantship cut in half. Who pays it? If a master’s student, would be the appointing unit, the IDGP itself. No courses designated for the major with a TA in places like EEB. All TAs through a department. Tuition follows the department of the home department. Goes by college of DOGE if major professor is not chosen yet.
	+ Weinstein: admitted to Ph.D., doing degree with co-major department. Who pays in that situation?
	+ Tuition assessment follows the higher degree.
	+ Nair: SUSAG offer ¼-time assistantship for first year of student. Remaining ¼-time comes from major professor. SUSAG has policy that they don’t pay tuition. Falls back on major professor.
	+ How you want this to be assessed is important for WD.
* [Admissions Policy Document: Handbook Revision Proposal](https://iastate.app.box.com/file/854527094762?s=f96bpwu01owmiye5czr7fvub8bhsws9z) (Hirschman)
	+ Lack of guidance regarding how admission should work.
	+ Application process and deadline set. Someone can apply two weeks after semester starts. Proposal is to close 1 month prior to term. That month may be problematic for professional, online programs. Happy to accept first week or day before semester starts, so don’t want app to close. Need ability for exceptions.
	+ April 15 Resolution and application fee per BOR policy
	+ How long application is valid and residency requirements are outstanding issues.
	+ The proposal includes only current practice about who admits graduate students.
	+ The proposal is to not make changes to major after 10th day of the term, or census day; often, students seeking concurrent grad/UG after the start of the term presents financial aid, tuition assessment, etc. issues. This policy proposal is meant to tackle said retroactive issues.
	+ If admissions offer is revoked, comes through GC.
	+ Admissions decisions from Office of Admissions and GC. Currently, applicants are told they are getting admission before they have been approved for admission by GC, and this practice can be mitigated by a clearer policy in the Handbook.
	+ Programs can always say no if late application comes in; not sure. Problem more with the paper applications where it’s halfway through the term, etc. asking to be placed in programs retroactively. Clean up when that needs to come in.
	+ Adams: April 15 Resolution doesn’t apply to January admits
	+ Nair: take students in summer as well
	+ Application requirements: how nonnative English speakers are determined. English Proficiency: practice does not match the policy. Standardized tests cannot be the single reason for admitting or denying applicant. Not require supplemental applications or questions outside ISU app.
	+ GRE not being required as much by graduate programs. Fewer than ½ of Ph.D. programs now require it. Trend to eliminate GRE in Physics across the university.
	+ Chen: GPA from students from US is clear. In College of Engineering, most applicants are international. How to evaluate GPA? Hirschman: This is part of the review from the Office of Admissions. Something being discussed for WD about how to make that clearer. Resource in Graduate Tools > International Grading and Test Scores.
	+ Special Applicant Categories. Reentry in line with reinstatement policies. In-session, our current transfers, etc. Treat as admission to the majors.
	+ Chen: App fee revenue, and what is it used for? NSF relationship with Ghana, central Africa; ask for application fee to be waived.
	+ App fee decision. In 2014, BOR directive to match app fee amount with the other Regents institutions.
 |  Graves, Hirschman  |
|  4:40 | New Business* Graduate Minor policy
	+ Adams’s program informed by a student that they are taking a minor for a minor that is not offered. Request to change language in Handbook to clarify that a minor must actually be offered by the graduate program.
* 500/600 level course definitions and who’s eligible to take each course
	+ If a high school student is qualified to take that course, do we want to prevent them from doing so? Qualified means appropriate prerequisites taken. Might not make sense for a HS student, but if there was an undergrad who could take a 600-level, not necessarily want to prevent them from taking it.
	+ Chen: always open for more flexibility for the student. If a HS student is strong enough to take a grad-level course, should be able to.
	+ Haddad: students have short undergrad experience; level of maturity is different, even though very smart. Not a good idea to have HS students taking 500-level. Makes the undergraduate experience even faster.
	+ Winham: highly-ranked HS student, encouraged to take a 500-level course. They may have the credentials indicating that they are very qualified, but we need to think about this.
	+ Weinstein: imagine scenario for UG taking all 300- and 400-level at ISU is different from transferring courses.
	+ Chen: flexibility is key.
* Programs changing their curricular requirements – timing and notification to GC
	+ Curricular decisions rest with faculty
	+ GC process is making sure minimum is met. How those are met is at the program level and DOGE & POS committee.
	+ Curricular requirements met. Don’t build the academic requirements in WD but use something like the current POSCs. Leave details out of formal approval process.
* Meaning of “concurrent” programs (save for next meeting)
 | Robinson |
| 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 |  |  |  |  |  |
| Michael | Brown | Social Sciences & Education | P | P | P | A |  |  |  |  |  |
| Sarah | Ryan | Physical Sciences, Math & Engineering | P | A | P | P |  |  |  |  |  |
| Chunhui | Xiang | Social Sciences & Education | P | p | P | P |  |  |  |  |  |
| Steven | Lonergan | Biological & Agricultural Sciences | P | P | P | P |  |  |  |  |  |
| Dara | Wald | Arts & Humanities | P | A | P | A |  |  |  |  |  |
| Monica | Haddad | Arts & Humanities | P | P | P | P |  |  |  |  |  |
| Tera | Jordan | Social Sciences & Education | P | p | P | P |  |  |  |  |  |
| Michael | Bailey | Arts & Humanities | P | p | P | P |  |  |  |  |  |
| Donna | Winham | Biological & Agricultural Sciences | P | P | P | P |  |  |  |  |  |
| Scott | Nelson | Biological & Agricultural Sciences | P | A | P | P |  |  |  |  |  |
| Degang | Chen | Physical Sciences, Math & Engineering | P | P | P | P |  |  |  |  |  |
| Ajay | Nair | Biological & Agricultural Sciences | P | sub | P | P |  |  |  |  |  |
| Jin | Tian | Physical Sciences, Math & Engineering | A | A | P | A |  |  |  |  |  |
| Amanda | Weinstein | Physical Sciences, Math & Engineering | P | p | P | P |  |  |  |  |  |
| Steven | Freeman | Faculty Senate Representative | P | p | P | P |  |  |  |  |  |
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| Stephanie | Klein | Post Doc  |  |  | P | A |  |  |  |  |  |
| Katherine  | Geist | Post Doc  |  |  | A | A |  |  |  |  |  |
|  |  | Grad Student--Physical & Math Sciences & Engineering  |  |  |  |  |  |  |  |  |  |
| Chelsea | Iennarella-Servantez | GPSS Pres/Grad Student -- Biological & Agricultural Sciences  | P | P | P | A |  |  |  |  |  |
| Charles (Chuck) | Wongus | Grad Student--Social Sciences & Education | A | A | A | A |  |  |  |  |  |
| Carrie Ann | Johnson | Grad Student -- Arts & Humanities | P | P | P | A |  |  |  |  |  |
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| Ex-officio |   |   |  |  |  |  |  |  |  |  |  |
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| Bill | Graves | Dean of the Graduate College | P | P | P | P |  |  |  |  |  |
| Carolyn | Cutrona | Associate Dean, Graduate College | P | P | P | P |  |  |  |  |  |
| Natalie | Robinson | Assistant Director of Academic Services, Graduate College | P | P | P | P |  |  |  |  |  |
| Samantha | Hirschman | Graduate Student Services Specialist II, Graduate College | P | P | P | P |  |  |  |  |  |