Iowa State University Graduate Council MEETING AGENDA

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| ***Meeting: Graduate Council*** | ***Key Roles*** |
| Date: April 26, 2023Place: 3150 Beardshear Hall | Meeting Leader: Monica Haddad, Chair |
| Start Time: 2:15 pm | Support: Natalie Robinson, Celina Turner |
| End Time: 3:30 pm |  |

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| **TIME** | **TOPIC** | **DISCUSSION LEADER** |
| 2:15 | Call to Order* Attendance and seating of substitute council members
 | Haddad |
| 2:15 | Announcements and Remarks* Graduate Council Chair, Monica Haddad
	+ Haddad: This is my last meeting as Chair. I would like to take the opportunity to thank each one of you. We had a busy year and made many important decisions about the future of graduate education. Thank you for all your hard work.
* Graduate College Dean, Bill Graves
	+ Graves: Thank you to the members for serving this year. We have several members who are cycling off after serving a three‑year term. I’m grateful for their multiple years of service. Thank you to everybody.
* Graduate College Associate Deans – no comments
* Graduate College Office, Natalie Robinson
	+ Chair for 2023–2024 AY
		- Robinson: Degang Chen previously volunteered to serve as Chair for 2023–2024. To make sure he doesn’t feel pressured to serve, we want to open the opportunity to serve as Chair. We also still need a Vice Chair.
		- Graves: This doesn’t need to be decided today. If anyone is interested within the next couple of weeks, please let me or Natalie know. If there’s a need for a vote, we can hold a vote via email.
		- Lonergan: I nominate Gretchen Mosher for Vice Chair.
 | Haddad, Graves, Cotos, Robinson |
| 2:35 | Consent Agenda* [Agenda](https://www.grad-council.iastate.edu/sites/default/files/2022-2023/April%202023/GC%20April%202023%20Agenda_final_1.docx) for April 26, 2023, meeting
* [Minutes](https://www.grad-council.iastate.edu/sites/default/files/2022-2023/March%202023/GC%20March%202023%20Minutes.docx) from March 22, 2023, meeting
* Items from Grad Catalog Curriculum Committee:
	+ [Master of Science in Nursing (MSN)](https://www.grad-council.iastate.edu/sites/default/files/2022-2023/January%202023/Nursing%20MS%202022-12-02.pdf)
	+ [Nursing Education Graduate Certificate](https://www.grad-council.iastate.edu/sites/default/files/2022-2023/January%202023/Nursing%20Education%20Graduate%20Certificate%202022-12-02.pdf)
	+ [Discontinue TESL specializations](https://www.grad-council.iastate.edu/sites/default/files/2022-2023/April%202023/TESL_removal-of-specializations_PROPOSAL.doc)
 | Haddad |
| 2:40 | Old Business* Student Health and Wellness Policy
	+ [Report](file:///%5C%5Ciastate.edu%5CFiles%5Cgcol%24%5CUsers%5Cnbr%5CGrad%20Council%5CGC%202022-2023%5CFebruary%202023%5CReport%20from%20Graduate%20Student%20Well-Being%20Committee%201-18-2023.docx)
	+ List of issues that could realistically be addressed through the Graduate Council next year. This includes the following:
		- Gather current data on graduate student stressors.
		- Provide additional training on best practices in the relationship between major professors and students.
		- Encourage DOGEs to organize a social event once a semester to reach out to students and build relationships.
		- Increase awareness on the resources available to graduate students in the domains of wellness and mental health.
		- Codify rules that apply during a Medical Leave of Absence in the GC Handbook.
		- Promote financial education among graduate students.
		- The issue of food insecurity among graduate students.
			* Cutrona: If people have a sense of what’s most important from this list, please let me know.
			* Haddad: We can do a very simple question on Qualtrics so everyone can rank the importance of the issues.
			* Nair: I think having a social event for students is important. We could do this once a semester or once a year so graduate students can meet their DOGE in person and get to know them rather than just email them for signatures on forms.
			* Cain: To me, codifying rules that apply during a Medical Leave of Absence is the most important.
			* Weinstein: I think it’s more than just codifying policy. We need to frame it in terms of the larger picture rather than what we can write down in the handbook. The issue with medical leave is the assumption that it’s finite. A lot of the issues students are experiencing are chronic and persisting. We don’t have policies to address these situations.
			* Cain: Students in a lot of these situations are told to work with their advisor or that the decision is left up to the discretion of their department. This is too broad.
			* Graves: We have people in UHR who are very knowledgeable about these issues. We could invite someone from UHR to a meeting in the fall to discuss this further.
			* Weinstein: Could we also invite an external advocate? Having someone from outside ISU who advocates for people with chronic illnesses and disabilities could be very helpful.
			* Nair: It would be helpful to know how many students have requested accommodations. This would be a great starting point for this discussion.
* Any other subcommittee updates?
	+ Review Council By-Laws/Constitution
		- Graves: There continue to be discussions about this year’s council. The feedback I’m hearing is that communication is better than it has been in the past. However, I’ve also heard that it’s not nearly enough. People feel that what happens in these meetings happens in a vacuum without enough awareness. One potential solution is to change the way the council members are chosen. Rather than electing members by division, we could elect members by academic college. There could be a separate election for interdepartmental programs.
		- Lonergan: The context of graduate education in each discipline is very different, so intentional representation is important.
		- Bailey: Having representatives from just the academic colleges can have its own issues. Selecting one representative for Liberal Arts and Sciences would be difficult and would not adequately represent the wide range of disciplines within the college.
	+ English Requirement and International 3-year degrees
		- Graves: A task force was created earlier this year that dealt with changes to the English Placement Test. They forwarded a series of four recommendations that have been fully approved by university leadership. Those changes will be posted to the website soon. Among these recommendations is the expansion of the list of countries that will exempt a student from meeting the English requirement.
		- Cotos: The Center for Communication Excellence will be more involved in assisting students with meeting their English requirement.
	+ Supervision of Postdoctoral Scholars
		- Freeman: There is really no policy around the supervision of postdocs. People who are not graduate faculty can hire and supervise postdocs. My recommendation is to treat postdocs like graduate students so that a member of the graduate faculty is involved in the supervision.
 | Haddad |
|  2:45 | New Business* [Courses taken as an undergraduate at ISU not permitted on graduate certificates](file:///%5C%5Ciastate.edu%5Csites%5Cdefault%5Cfiles%5C2022-2023%5CApril%202023%5C6.3.2.%20revisions.docx)
	+ Haddad: A student approached me about applying this policy toward a graduate certificate. I’m suggesting we modify the policy so that it cannot be applied to graduate certificates.
	+ Lonergan: 500-level courses taken as an undergraduate should be allowed toward a graduate certificate.
	+ Robinson: This policy addresses master’s and doctoral programs of study. We can leave this policy alone and modify the policy around graduate certificates.
	+ Haddad: Let’s add that as an agenda item for the fall.
* Task Force on Use and Ownership of Educational Materials Feedback
	+ [Chart](https://www.grad-council.iastate.edu/sites/default/files/2022-2023/April%202023/Educational%20Materials%20Chart%203-28-23%282%29.pdf)
	+ [Policy draft](https://www.grad-council.iastate.edu/sites/default/files/2022-2023/April%202023/Educational-Materials%20Policy%20DRAFT%201-18-23%283%29.pdf)
		- Lonergan: Chapter 10.9 of the Faculty Handbook describes the use of educational materials. Our task force was tasked with modernizing this policy, which was written in 1976. A lot has changed since then regarding educational materials and how they’re shared. We want to hear feedback about who owns educational material and who can use it. We want to ensure we have a robust policy that’s relevant.
* Handbook Fee Statement
	+ Graves: For fees to be charged to the budget of certain grants, we need language in official university policy that says we cover these fees. We normally wait for a second meeting to vote, but I propose we vote on this today. This decision has already been made by President Wintersteen; we just need to get the language in the handbook.
	+ Mosher: I move to suspend normal voting practices to approve the fee statement today.
	+ Weinstein: I second the motion.
		- Graduate Council vote: 12 yay, 0 nay
	+ Lonergan: I move to amend the handbook statement as written by Dean Graves.
	+ Bailey: I second the motion.
		- Graduate Council vote: 12 yay, 0 nay
 | Haddad, Lonergan |
| 3:25 | Other Items/Issues |  |

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| **First Name** | **Last Name** | **Discipline Area** | **Aug** | **Sept** | **Oct** | **Nov** | **Dec** | **Jan** | **Feb** | **Mar** | **Apr** |
| Monica | Haddad | Arts & Humanities | P | P | P | P | P | P | P | P | P |
| Gretchen | Mosher | Biological & Agricultural Sciences | Sub | P | P | P | P | P | P | P | P |
| Michael | Brown | Social Sciences & Education | P | P | Sub | A | A | P | P | Sub | A |
| Petruta | Caragea (Spring) | Physical Sciences, Math & Engineering | P | P | P | P | P | P | P | Sub | P |
| Chunhui | Xiang | Social Sciences & Education | P | P | Sub | P | P | P | P | P | P |
| Steven | Lonergan | Biological & Agricultural Sciences | P | Sub | P | P | P | P | P | P | P |
| Emily | Morgan | Arts & Humanities | P | P | P | P | P | P | Sub | P | P |
| Carolyn | Cutrona | 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 | P | P | P | P | A |
| Iddo (Matt) | Friedberg (O’Neal) | Biological & Agricultural Sciences | P | A | A | A | Sub | A | P | A | A |
| Degang | Chen | Physical Sciences, Math & Engineering | P | Sub | P | P | P | P | P | P | P |
| Ajay | Nair | Biological & Agricultural Sciences | P | P | P | P | A | P | P | A | P |
| Sung YellJin | Song (Fall)Tian (Spring) | Physical Sciences, Math & Engineering | A | P | P | P | P | P | P | P | P |
| PranavAmanda | Shrotriya (Fall)Weinstein (Spring) | Physical Sciences, Math & Engineering | P | P | P | P | P | P | P | Sub | P |
| Steven | Freeman | Faculty Senate Representative | P | P | P | P | P | P | P | P | P |
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| Elizabeth | Elliott | Post Doc  | N/A | P | A | A | A | P | A | A | A |
| Susheel Kumar | Nethi | Post Doc  | N/A | P | P | A | A | P | A | A | A |
| Christine | Cain | GPSS Pres/Grad Student – Social Sciences & Education | P | P | P | P | P | P | P | P | P |
| Efrain | Rodriguez-Ocasio | Grad Student – Physical & Math Sciences & Engineering  | P | P | Sub | A | A | P | A | A | A |
| Caitlyn | Campbell | GPSS VP/Grad Student – Biological & Agricultural Sciences  | P | P | P | P | P | P | P | P | P |
| Sarah | Bartlett | Grad Student – Arts & Humanities | N/A | P | P | P | P | Sub | P | P | A |
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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 |
| Heather | Greenlee | Associate Dean, Graduate College | N/A | N/A | N/A | N/A | N/A | N/A | P | P | A |
| Elena  | Cotos | Associate Dean, Graduate College | N/A | N/A | N/A | N/A | N/A | N/A | A | A | P |
| Michelle | Soupir | Interim Associate Dean, Graduate College | A | P | P | A | A | P | P | A | A |
| Natalie | Robinson | Assistant Director of Academic Services, Graduate College | P | P | P | P | P | P | P | P | P |
| Celina | Turner | Graduate Student Services Specialist II, Graduate College | P | Sub | Sub | P | P | P | P | P | P |

Key: P = Present; A = Absent