Iowa State University Graduate Council MEETING AGENDA

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| ***Meeting: Graduate Council*** | ***Key Roles*** |
| Date: December 14, 2022Place: 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
	+ Matt O’Neal for Iddo Friedberg
 | Haddad |
| 2:15 | Announcements and Remarks* Graduate Council Chair, Monica Haddad
* Graduate Dean, Bill Graves
	+ Commencement is this Friday. We have 225 graduate students participating in commencement: 115 doctoral students and 110 master’s students. I hope to see you all there.
* Graduate College Office, Natalie Robinson
 | Haddad, Graves, Robinson |
| 2:35 | Consent Agenda* [Agenda](https://www.grad-council.iastate.edu/sites/default/files/2022-2023/December%202022/GC%20December%202022%20Agenda.docx) for December 14, 2022, meeting
* [Minutes](https://www.grad-council.iastate.edu/sites/default/files/2022-2023/November%202022/GC%20November%202022%20Minutes_CT_NBR.docx) from November 16, 2022, meeting
* Items from Grad Catalog Curriculum Committee:
	+ New Double Degree Programs:
		- [Master of Finance and Master of Real Estate Development](https://www.grad-council.iastate.edu/sites/default/files/2022-2023/November%202022/Double%20Degree%20MFIN%20MRED.docx)
		- [Master of Business Administration and Master of Accounting](https://www.grad-council.iastate.edu/sites/default/files/2022-2023/November%202022/Double%20Degrees%20MBA%20PMBA%20MACC.docx)
		- [Master of Business Administration and Master of Entrepreneurship](https://www.grad-council.iastate.edu/sites/default/files/2022-2023/November%202022/Double%20Degrees%20MBA%20PMBA%20MEP.docx)
		- [Master of Business Administration and Master of Healthcare Analytics and Operations](https://www.grad-council.iastate.edu/sites/default/files/2022-2023/November%202022/Double%20Degrees%20MBA%20PMBA%20MHAO.docx)
		- [Master of Business Administration and Master of Real Estate Development](https://www.grad-council.iastate.edu/sites/default/files/2022-2023/November%202022/Double%20Degrees%20MBA%20PMBA%20MRED.docx)
		- [Master of Business Administration and Master of Business Analytics](https://www.grad-council.iastate.edu/sites/default/files/2022-2023/November%202022/Double%20Degrees%20MBA%20PMBA%20MBAN.docx)
	+ Dual-lists:
		- [C J 404/504X](https://nextcatalog.registrar.iastate.edu/courseadminx/?key=2578)
		- [V MPM 450X/550X/B M S 450X/550X](https://nextcatalog.registrar.iastate.edu/courseadminx/?key=2691)
		- [A B E 434X/534X](https://nextcatalog.registrar.iastate.edu/courseadminx/?key=2702)
		- [COM S 419X/519X](https://nextcatalog.registrar.iastate.edu/courseadminx/?key=2710)
		- [COM S 464X/564X](https://nextcatalog.registrar.iastate.edu/courseadminx/?key=2726)
		- [COM S 459X/559 CPR E 459X/559](https://nextcatalog.registrar.iastate.edu/courseadminx/?key=2715)
		- [COM S 453/553X](https://nextcatalog.registrar.iastate.edu/courseadminx/?key=2717)
		- [POL S 471X/571](https://nextcatalog.registrar.iastate.edu/courseadminx/?key=2750)
 | Haddad |
| 2:40 | Old Business* [6.3.2. Courses Taken as an ISU Undergraduate subcommittee revisions](file:///C%3A%5CUsers%5Ccelinat%5CDownloads%5CCredit%20for%20courses%20taken%20as%20ISU%20undergrad_12-14-2022.docx)up for vote
	+ Shrotriya, Chen, Lonergan
		- Haddad: We need a friendly amendment to Option B. It currently doesn’t state a limit on the number of credits that can be double counted between the undergraduate and graduate degrees.
			* Lonergan: That was not our intent. We still want it to remain a limit of six credits.
		- O’Neal: Why is six credits the policy?
			* Haddad: It’s what’s been allowed in the past. We researched other universities, and six credits is an average. We are not an outlier.
		- O’Neal: I’m thinking of two programs where undergraduates take core classes. If they go on to pursue a graduate degree, they wouldn’t be able to use these core classes since it would exceed the six-credit limit. What should they do? Retake the classes or break policy?
			* Robinson: The Council could amend this to a limit on the number of courses rather than credits.
				+ Cain: If everything else refers to credits, I think it should remain credits. Consistency is helpful.
		- Freeman: Non-degree graduate students can use up to nine graduate-level credits toward a graduate degree. We could amend Option B to align with this policy. I still like the limit of six credits that can double count.
		- Robinson: I’ve amended Option B to state up to nine graduate credits (500-level) earned as an ISU undergraduate may be used to meet the requirements of the graduate degree. Up to six credits (400- or 500-level) could have been used to meet the undergraduate degree requirements.
		- Haddad: Let’s vote on Option B with the amendments.
			* Graduate Council vote: 13-0-0
		- Robinson: When should this change go into effect?
			* Graduate Council agreed the change is effective immediately.
* Naming of Master’s Degrees feedback from DOGEs, Faculty Senate
	+ Haddad update
		- Haddad: We asked for feedback on the naming of master’s degrees from departments across the university. We will bring summarized feedback to the February meeting for further discussion.
 | Haddad |
|  2:50 | New Business* [Dissertation/Thesis/Creative Component Language in the GC Handbook](https://www.grad-council.iastate.edu/sites/default/files/2022-2023/September%202022/DissThesisCC%20language%20to%20Handbook.pdf)
	+ Robinson: Lily Compton with the Center for Communication Excellence proposed some additions to the handbook. These additions provide clarifying details to existing text; they don’t change policy.
	+ Freeman: Why are the bullet points about what’s required for a non‑thesis, thesis, and dissertation listed under the Final Oral Exam heading? Those don’t have anything to do with the final exam.
	+ Morgan: One addition says, “these written works must be made available to the public in a timely manner.” Some creative components are not written.
	+ Bartlett: “Timely manner” is also vague.
	+ Robinson: It sounds like the consensus is to nix the 4.4.2 additions and get clarity on 7.1.5 and 7.1.6. I’ll take this back to Lily Compton and then bring it back to this group for further discussion.
* [Procedure/Policy for appointing current graduate faculty to majors](https://www.grad-council.iastate.edu/sites/default/files/2022-2023/September%202022/Appointing%20Current%20GF%20to%20Majors_Redacted.pdf)
	+ Robinson: The procedure for appointing current graduate faculty to a different graduate program is not written in policy.
	+ Bailey: The faculty should be the driving force behind these decisions.
	+ Freeman: We need policy to document current practice.
	+ Robinson: I can draft language in the appropriate section of the Handbook for discussion at the next meeting.

Other subcommittee work: establish timeline for reports out to Council* Haddad: We can have input from these subcommittees in the spring. It will be helpful for the subcommittees to have an objective.
* Review Council By-Laws/Constitution
	+ Dean Graves, Sarah Bartlett
	+ [Structure](file:///%5C%5Cmy.files.iastate.edu%5Cgcol%24%5CUsers%5Cnbr%5CGrad%20Council%5CGC%202022-2023%5CNovember%202022%5CWRGcouncil.pptx)
		- Graves: Sarah and I have talked, and we have a working draft of a revision to the Graduate Council’s constitution. We’re continuing to gather feedback and think it through. One of the main differences is that instead of voting according to the division to which your department belongs, you’d be voting by academic college. Is it appropriate that a college should only have one representative? Or should there be a limit? This brings into question the issue of proportionality. We’re still thinking through this.
* English Requirement and International 3-year degrees
	+ Michael Bailey, Donna, Sung
* Handbook Rewrite
	+ Christine, Efrain, Emily (Natalie as ex-officio to clarify policy that can be changed by this body vs. university policy as needed).
* Student Health and Wellness Policy
	+ Ajay, Carolyn, Caitlyn, Michael Brown
* Supervision of Postdoctoral Scholars
	+ Steven F., Elizabeth Elliott, Susheel Kumar Nethi, Misty Treanor, ex‑officio for policy clarification
 | Haddad, Robinson, Graves |
| 3:25 | Other Items/Issues* Lee: I would like to propose a change to the number of required members on a doctoral committee. Right now, five members are required. I would like to propose this be lowered to four. Our faculty size has decreased over the last few years while enrollment keeps increasing. It’s hard for faculty to find the time to serve on committees.
	+ Chen: I second. We can set up a committee to see how our peer institutions handle doctoral committees. We can then make an informed decision.
	+ Lonergan: I don’t think these are academic reasons to change policy. These are operational reasons. If faculty don’t have time to serve on committees, talk to your dean. If departments want more students to bring in more money, they need to hire more faculty to support those students.
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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 |  |  |  |  |
| Gretchen | Mosher | Biological & Agricultural Sciences | Sub | P | P | P | P |  |  |  |  |
| Michael | Brown | Social Sciences & Education | P | P | Sub | A | A |  |  |  |  |
| Young-JinPetruta | Lee (Fall)Caragea (Spring) | Physical Sciences, Math & Engineering | P | P | P | P | P |  |  |  |  |
| Chunhui | Xiang | Social Sciences & Education | P | P | Sub | P | P |  |  |  |  |
| Steven | Lonergan | Biological & Agricultural Sciences | P | Sub | P | P | P |  |  |  |  |
| Emily | Morgan | Arts & Humanities | P | P | P | P | P |  |  |  |  |
| Carolyn | Cutrona | 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 | P |  |  |  |  |
| Iddo | Friedberg | Biological & Agricultural Sciences | P | A | A | A | Sub |  |  |  |  |
| Degang | Chen | Physical Sciences, Math & Engineering | P | Sub | P | P | P |  |  |  |  |
| Ajay | Nair | Biological & Agricultural Sciences | P | P | P | P | A |  |  |  |  |
| Sung YellJin | Song (Fall)Tian (Spring) | Physical Sciences, Math & Engineering | A | P | P | P | P |  |  |  |  |
| PranavAmanda | Shrotriya (Fall)Weinstein (Spring) | Physical Sciences, Math & Engineering | P | P | P | P | P |  |  |  |  |
| Steven | Freeman | Faculty Senate Representative | P | P | P | P | P |  |  |  |  |
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| Elizabeth | Elliott | Post Doc  | N/A | P | A | A | A |  |  |  |  |
| Susheel Kumar | Nethi | Post Doc  | N/A | P | P | A | A |  |  |  |  |
| Christine | Cain | GPSS Pres/Grad Student – Social Sciences & Education | P | P | P | P | P |  |  |  |  |
| Efrain | Rodriguez-Ocasio | Grad Student – Physical & Math Sciences & Engineering  | P | P | Sub | A | A |  |  |  |  |
| Caitlyn | Campbell | GPSS VP/Grad Student – Biological & Agricultural Sciences  | P | P | P | P | P |  |  |  |  |
| Sarah | Bartlett | Grad Student – Arts & Humanities | N/A | 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 |  |  |  |  |
| Michelle | Soupir | Interim Associate Dean, Graduate College | A | P | P | A | A |  |  |  |  |
| Natalie | Robinson | Assistant Director of Academic Services, Graduate College | P | P | P | P | P |  |  |  |  |
| Celina | Turner | Graduate Student Services Specialist II, Graduate College | P | Sub | Sub | P | P |  |  |  |  |

Key: P = Present; A = Absent