Iowa State University Graduate Council MEETING MINUTES

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| ***Meeting: Graduate Council*** | ***Key Roles*** |
| Date: October 26, 2023  Place: 3150 Beardshear Hall | Meeting Leader: Ajay Nair, Chair |
| Start Time: 3:15 pm | Support : Natalie Robinson, Sarah Larkin |
| End Time: 4:30 pm |  |

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| TIME | TOPIC | DISCUSSION LEADER |
| 3:15 | Call to Order   * Attendance and seating of substitute council members   + Steve Kawaler-Sub for Amanda Weinstein | Nair |
| 3:20 | Announcements and Remarks   * Graduate Council Chair, Ajay Nair   World Food Prize Week. Students presented work on food insecurity to the World Food Prize laureate. Good time to recruit, faculty to engage with them.   * Graduate Dean, Bill Graves   + Graduate students who want to perform duties remotely. No policy for grad assistants. Meeting with UHR, ISSO, and Legal Team. Clarity on guidance for the campus. No permission will be required for working remotely for no more than 30 days. In cases that would involve more than 30 days of remote work, there will be a process to follow for permission. More than 30 days outside the US will not be approved. All are tentative and are being discussed.   + Marquart-accommodation for those who teach online? Right now, they are all in the same boat. Difference between a student who is writing and who is doing more than writing the dissertation. Meeting degree requirements. Strong flexibility in those who are just writing. Make sure the major professor approves. Degang-immigration and student needs to get ISSO involved. When a student goes to their home country and can’t get back due to visa issues. Heather G-Tax issues for student working in foreign country. Debra-Government Relations can help students work with visa issues. * Graduate College Associate Deans: Elena Cotos, Heather Greenlee, Michelle Soupir. Heather-change in the way AR bills our students. Steve Freeman’s perception was that there was a monthly payment plan for students to pay. That was the pre-payment plan and had to be paid before the 20th. Can waive fees if requested. Still working on this. The monthly payment plan that went away would not have been helpful. * Graduate College Office, Natalie Robinson 3MT competition concluding. Workday Student changes are coming up. | Nair, Graves, Cotos, Greenlee, Soupir, Robinson |
| 3:30 | Consent Agenda   * [Agenda](https://www.grad-council.iastate.edu/sites/default/files/2023-2024/October%202023/GC%20October%202023%20Agenda_nbr.docx) for October 26, 2023, meeting * [Minutes](https://www.grad-council.iastate.edu/sites/default/files/2023-2024/September%202023/GC%20September%202023%20Minutes_SL.docx) for September 28, 2023, meeting * Items from Grad Catalog Curriculum Committee:   + [Concurrent B.S. in Computer Science/M.S. in Artificial Intelligence](https://www.grad-council.iastate.edu/sites/default/files/2023-2024/October%202023/Concurrent%20BS_CS-MS_AI.doc)   + [Concurrent B.S. in Software Engineering/M.S. in Artificial Intelligence](https://www.grad-council.iastate.edu/sites/default/files/2023-2024/October%202023/Concurrent-BS_SE-MS_AI.doc)   + [Artificial Intelligence Graduate Minor](https://www.grad-council.iastate.edu/sites/default/files/2023-2024/October%202023/Graduate%20Minor%20in%20AI%20Proposal_as%20approved%20by%20LAS%20Oct%202023.doc)   + [Master of Digital Health](https://www.grad-council.iastate.edu/sites/default/files/2023-2024/October%202023/Form%20A%20Master%20of%20Digital%20Health%20MDH.pdf)   New field of study includes in health platforms, mobile apps. Collect a lot of data and analysis of that data. Target individuals and populations.   * + [Discontinue Transportation, M.S](https://www.grad-council.iastate.edu/sites/default/files/2023-2024/October%202023/MS%20Trans%20DRAFT%20form-j-pdfB168EF41.pdf) | Nair |
| 3:35 | Old Business   * [Restructuring Graduate Council](https://1drv.ms/w/s!AgHkWPEKrtNngYx_hi0s8AXzMZJ65g?e=13UZTz) Rationale discussed. How we operate and having more voice from the faculty. Have some town halls. Open to university. Two sessions. Nov 1 and Nov 10. Discuss and provide feedback. The document was edited. * Cain-Motion to amend the document to allow graduate students to vote. Elected members and non-voting added. Postdoc not very active right now. Grad dean bullet point. Voting privilege of grad student? Bylaws would not allow it. Have more student representatives? Keep it election? If no one runs-Graduate College dean appoints? The proposal is not set in stone. Faculty Senate will work out details. Every department is represented. More representation and more voice. Rationale to work on this now, questions will come up later. Should GCCC members be on Grad Council? One senator from each caucus will be on that council. The word council is an issue. Will function differently. Still needs to be improved with faculty senate. First vote is to start this process and not the final vote. Town hall will be an opportunity. Do we have the right to dissolve the Graduate Council? Do we assume this is going to get approved? Agree or not agree? Have this in motion, we support this moving forward and have right to withdraw if we do not agree on changes. Will we need to relinquish control of what the final product will look like? Should a clause be added that he Graduate Council does not have to approve Faculty Senate’s final version and that Council can continue operating as it does today? Get feedback that may lead to changes to document. Vote on the motion. Will come back to Grad Council for revisions. Then campus wide vote. Motion to move to initiate discussion with grad faculty-Morgan. Marquardt-seconds. 7 yay. 0 not in favor. * Hourly Work for Graduate Assistants - [GIS certificate student data](https://d.docs.live.net/sites/default/files/2023-2024/October%202023/GISF_GradStudents21-23.xlsx)   Morgan-hourly work for grad students that may overlap with work for program of study. Policy was to protect students. GIS lab is different. Everyone is doing this except in summer. Students working on projects that are not university research. Summer 23 period our practices were in transition. If getting benefits on assistantship, automatically approved. If not on assistantship, confirm they will not receive benefits from hourly job. Being more flexible than we have been in past. Work on language of policy to update for approval. Workday process updated to hire students hourly. Student will get an notice in Workday that explains the difference between hourly work and assistantships. Make sure they understand what they are agreeing to. Existing policy is good protection for the students. Asked other grad deans at other schools. No one has policy restricting hourly jobs. Look at policy as a group to see if it needs changes. 89 days or more, a student has to be on assistantship. | Nair, Morgan |
| 4:15 | New Business   * None | Nair |
| 4:25 | Other Items/Issues  None |  |

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| **First Name** | **Last Name** | **Discipline Area** | **Aug** | **Sept** | **Oct** | **Nov** | **Dec** | **Jan** | **Feb** | **Mar** | **Apr** |
| Ajay | Nair | Biological & Agricultural Sciences, Chair | P | P | P |  |  |  |  |  |  |
| Gretchen | Mosher | Biological & Agricultural Sciences | P | P | A |  |  |  |  |  |  |
| Alyssa | Emery | Social Sciences & Education | P | P | A |  |  |  |  |  |  |
| Petruta | Caragea | Physical Sciences, Math & Engineering | P | P | P |  |  |  |  |  |  |
| Chunhui | Xiang | Social Sciences & Education | A | P | A |  |  |  |  |  |  |
| Matt | O’Neal | Biological & Agricultural Sciences | P | P | P |  |  |  |  |  |  |
| Emily | Morgan | Arts & Humanities | P | P | P |  |  |  |  |  |  |
| Carolyn | Cutrona | Social Sciences & Education | P | A | P |  |  |  |  |  |  |
| Jae-Hwa | Lee | Arts & Humanities | P | P | A |  |  |  |  |  |  |
| Susana | Goggi | Biological & Agricultural Sciences | P | A | A |  |  |  |  |  |  |
| Iddo | Friedberg | Biological & Agricultural Sciences | A | A | A |  |  |  |  |  |  |
| Degang | Chen | Physical Sciences, Math & Engineering | P | P | P |  |  |  |  |  |  |
| Debra | Marquart | Arts & Humanities | P | P | P |  |  |  |  |  |  |
| Jin | Tian | Physical Sciences, Math & Engineering | P | A | P |  |  |  |  |  |  |
| Amanda | Weinstein | Physical Sciences, Math & Engineering | P | P | P |  |  |  |  |  |  |
| Steven | Freeman | Faculty Senate Representative | P | P | A |  |  |  |  |  |  |
|  |  | Post Doc |  |  |  |  |  |  |  |  |  |
|  |  | Post Doc |  |  |  |  |  |  |  |  |  |
| Christine | Cain | GPSS Pres/Grad Student – Social Sciences & Education | P | P | P |  |  |  |  |  |  |
| Ryan | Everett | Graduate Student | A | P | P |  |  |  |  |  |  |
| Eddie | Mahoney | GPSS VP/Grad Student-- Physical & Math Sciences & Engineering | A | P | A |  |  |  |  |  |  |
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| **Ex-officio** |  |  |  |  |  |  |  |  |  |  |  |
| Bill | Graves | Dean of the Graduate College | P | P | P |  |  |  |  |  |  |
| Elena | Cotos | Associate Dean | A | A | A |  |  |  |  |  |  |
| Heather | Greenlee | Associate Dean | P | P | P |  |  |  |  |  |  |
| Michelle | Soupir | Interim Associate Dean, Graduate College | A | P | P |  |  |  |  |  |  |
| Natalie | Robinson | Assistant Director of Academic Services, Graduate College | P | P | P |  |  |  |  |  |  |
| Sarah | Larkin | Student Services Specialist II, Graduate College | P | P | P |  |  |  |  |  |  |

Key: P = Present, A = Absent