

Agenda

Graduate Council

Wednesday, September 11, 1996

290 Carver Hall

5:30 p.m.

- 1. Approval of May 3 minutes**
- 2. Introduction of new members**
- 3. Meeting time difficulties with enlarged council (please bring schedules)**
- 4. Remarks from Drs. Swan, Dobson & Mayfield**
- 5. Goals for coming year**
 - a. Communication system**
 - b. Outcomes assessment - status**
 - c. Goals from Grinnell conference (please bring your copy of proceedings, if not enclosed)**
 - d. Goals of council members**
- 6. Old business**
 - a. PhD Program of Study subcommittee continues (Akinc)**
 - b. Thesis holds**
- 7. Other business**

Graduate Council Minutes
September 11, 1996

Present: Akinc, Crase, Damhorst, Dobson, Earnest-DeYoung, Finnemore, Gaarde, Graves, Hopper, Jackson, Johnson, Kruempel, Livingston, Mayfield, Mills, Murphy, Orazem, Roberts, Seagrave, Spinuzzi, Swan, Thompson, Tollefson

Absent: Courteau

Introduction of members. New and continuing members introduced themselves and indicated their affiliated departments.

The May 3 minutes were approved as mailed.

Future meetings of the council. After discussion, the following meeting dates and times were confirmed:

Tuesday, October 8, 5:10 p.m.

Wednesday, November 13, 5:10 p.m.

Tuesday, December 3, 5:10 p.m.

Remarks from Swan. Swan gave an update on the following:

Enrollment. The graduate student enrollment is slightly up from last year.

Admissions. There is concern in regard to undeclared admission requests from applicants with low grade point averages. The Graduate College policy is to ask programs whose courses these students will want to occupy, if it would be useful to admit these undeclared students. If the program recommends undeclared status to the student so that they can prove that they can do the work, the student is given restricted admission for only specific courses. The concern is that we not load up programs with students who do not have the academic background to be in these courses. Generally, international students are not admitted undeclared status. If a spouse of an international student has a very good academic background and the program agrees to have that spouse enrolled in classes, the Graduate College will agree to undeclared admission status in that one exception.

Program of Study. A program of study should be filed before the preliminary examination is held and definitely before the diploma slip is filed.

Committee Appointment. Permanent substitutions on committee appointments are the only substitutions being approved. Certain faculty members (during the summer especially) were being called on to be temporary members of committees rather regularly. When a temporary member is appointed there is no credit for having served on the committee. When a temporary faculty member serves on a preliminary examination there is no follow through to see how the student develops into the dissertation. Swan has impressed upon the program that when a final oral substitution is made, it is a permanent change and should represent who actually served on the committee. If it is a preliminary examination, the programs are encouraged to make that change with the suggestion that if they want to keep the previous committee member involved with the student, that can be done, but the official committee should be one that has continuity. The committee is representing the university in actually deciding if the university is offering this degree.

This semester it was also announced that the Graduate College will not give approval for a final examination date until the first submission of the thesis/dissertation has been made.

Council was encouraged to review the new *Graduate College Handbook*. The committees responsible for the revisions are commended for the revised and improved handbook.

Remarks from Dobson. The Graduate College staff held sessions for faculty and/or support staff who handle graduate issues in graduate programs. Recent changes approved by the Graduate Council as well as other procedural changes instituted by the Graduate College were detailed. Those who participated were encouraged to share this information with their faculty and associates.

Remarks from Jackson. Jackson would like council members to ask their students if they are aware of the *Graduate Admissions Bulletin* and whether or not they recognize it. He would like to put together some focus groups to assess the effectiveness of the *Graduate Admissions Bulletin*.

Goals for coming year.

Communication system. There is a Graduate Council email network <gradcouncil@iastate.edu> system for members to communicate with everyone on the council with a single message. In progress is an email communication system by Graduate Faculty division, for communication with council representatives and graduate faculty on timely communication of issues and opinions.

Outcomes assessment. Swan said the North Central Accreditation review team required ISU to address graduate outcomes assessment. Not all plans from departments were received by the Graduate College. Swan will be requesting from departments an update on the first year of operation of their plan and the results to incorporate into a final report to the Board of Regents.

Goals from Grinnell Conference. Based on what was experienced and learned at the Grinnell conference, council members shared the following:

There is an enormous variety in graduate programs across campus and a variety of ways that programs have responded to the needs of the market place. It is important to educate students outside the context of their research and coursework.

There is need for Ph.D. flexibility in graduate programs. They must be designed in ways that fit particular needs of special nontraditional students.

There is concern about the direction of graduate education with the establishment of funding.

The fastest growing degree in Engineering is the MS degree which is needed for a profitable career in industry. There is tremendous pressure on the part of industry (and now from students) to hire people with a more technical base. Undergraduates who return from industry after interning say the most listened to people in the company are those who have M.S. or Ph.Ds.

Two departments ranking high in the National Research Council (NRC) report (statistics and chemistry) have slipped in the most recent ranking. What can be done to hold the status quo or improve in national reputation?

Chemical

Engineering went from 20th to 30th in the NRC ranking; possibly the reason being that ISU had a head start. Other universities starting later have used the resources in their states to catch up and pass ISU in total Ph.D. production. The quality of chemical engineering has never been higher and has never produced more students.

There is a changing role of the M.S. degree elsewhere in the country; there are graduate programs simply dominated by M.S. degrees. The M.S. program is an extension of a B.S. degree and very necessary for career advancement. In order to support a research graduate program external funding is needed. How do we support a M.S. program if it can't be funded extramurally?

The Graduate Curriculum and Catalog committee has been looking at some variations in the M.S. degree and has approved some programs that vary from the traditional ones. The university's policy is the basic model, thesis or creative component. Study of the M.S. degree component may be amiable to a subcommittee group of the council.

Old business.

Ph.D. Study Committee. Akinc referred to the draft the subcommittee prepared for the May meeting of the council. The objective of the committee was to study and assess the present status of Ph.D. education at ISU, with respect to national concern on graduate education. The committee recently met and made the decision to review the report of the Grinnell Conference to compare recommendations and outcomes. The committee will identify the issues and make recommendations to the Graduate Council. One of the questions to address is whether or not the 72 credits required for a Ph.D. for students entering with a master's degree is realistic. Is this a matter for individual programs to decide? If it is, this message needs to reach programs.

Based on comments by council in regard to goals for the future, Murphy will communicate with members through the council e-mail system with committee suggestions (current and new), asking for volunteers for each committee; the Ph.D.. Study Committee, Program of Study Committee, and the M.S. component discussion.

There has also been discussion of new types of programs such as graduate degrees for individuals at other universities where individuals spend time at ISU, return to their own university to conduct research, and then come back to ISU. Should guidance be given to programs when they are in the process of developing these programs? Should there be some guidance to interdepartmental majors and how do individuals get credit for participating in interdepartmental majors?

Thesis holds. Occasionally a student will present a thesis which contains intellectual property in preparation of an invention, copyrighted material with intention to publish, or data in the thesis under a research contract that cannot be shared for a certain length of time. For the period 1991-95 there were a total of 17 M.S. theses and 27 Ph.D. theses that were held . Approximately 50 out of 3,000 theses, over a five-year period, are being held for varying amounts of time. The university routinely signs research contracts which require between a 30-90 day hold on any release of information from research so that the research sponsor has the opportunity to know the result of that research before it is made public. The concern is that the use of graduate students to conduct proprietary research may impinge on the freedom of the student to disseminate his/her research results.

Murphy encouraged members to provide input on important issues for this year's council to effectively represent their graduate faculty divisions.

Council adjourned @ 6:45 p.m.

Bonnie Gaarde, Secretary

John Mayfield
Associate Dean
Graduate College
207 Beardshear

Agenda

Graduate Council

Tuesday, October 8, 1996

210 Beardshear

5:10 p.m.

1. Approval of September 11 minutes
2. Electronic communication system (Gaarde)
3. Comments from the Graduate College
4. Subcommittees for academic year (see attached memo from Murphy)
Subcommittees should meet and decide how they plan to proceed, if they need outside members, and report progress at the December 3rd Graduate Council meeting.
 - a) Ph.D. Directions: Roberts, Finnemore
 - b) Ph.D./NRC Report Futures: Seagrave, Johnson, Thompson
 - c) Outside of Discipline POS Members: Orazem
(see memo from Morrow)
 - d) ^{masters} M.S. Committee: Tollefson, Damhorst
(nonGC members: Graves, Moore)
 - e) Interdisciplinary Majors: nonGC members: Carpenter, Haydon
5. Other business
6. Next meeting: November 13, 5:10 pm, 210 Beardshear

Graduate Council Minutes
October 8, 1996

Present: Akinc, Courteau, Crase, Damhorst, Earnest-DeYoung, Gaarde, Kruempel, Livingston, Mayfield, Mills, Murphy, Orazem, Roberts, Seagrave, Spinuzzi, Swan, Tollefson

Absent: Dobson, Finnemore, Graves, Hopper, Jackson, Johnson, Thompson

The September 11 minutes were approved with a clarification in the section "Goals from Grinnell Conference", paragraph 7, line 1, insert the word "Chemical".

Electronic communication system. An e-mail communication system has been set up by graduate faculty division for council representatives to facilitate communication between the council and the faculty they represent. Only those graduate faculty members who have an e-mail address are included.

Biological and Agricultural Sciences <gf_bio>
Physical and Mathematical Sciences and Engineering <gf_phys>
Arts and Humanities <gf_hum>
Social Sciences and Education <gf_soc>

Graduate faculty e-mail address (all divisions) <gf_all>

All addresses are without brackets followed by <@iastate.edu>.

Comments from Dean Swan.

Graduate Student Outcomes Assessment. The associate deans in the academic colleges have negotiated that they would like to have the report on graduate programs the same date as the report is due on the undergraduate programs (mid December) to incorporate into a final report to the Regents. That negotiation was possible because graduate programs (this year) could report progress and not summation of data.

National Research Council (NRC). The NRC is talking about differences it makes in the way it surveys graduate programs (quality and not all disciplines in the same trend). Maybe equally important to ISU, the NRC is now developing a survey of the quality of graduate programs in Agriculture.

The New York Times Magazine featured an article on doctoral programs advocating some strong changes. Swan will furnish members with a copy of this article.

There is continued concern regarding Program of Study (POS) committee changes that continue to occur at the last minute (and after the fact). There are unavoidable emergencies and with the proper protocol these requests are approved. If a student has not confirmed availability of a faculty member, schedules the exam and then finds out that the faculty member has been planning to be out, that is not acceptable. After an exam has been scheduled and availability of a faculty member confirmed, it creates a difficulty for the student when the faculty member backs out. When committee member changes are made for a preliminary examination they should be retained for continuity. Swan has been insisting on permanent changes because the faculty member serving on a committee needs to be listed as the member of record. Council members may hear some comments in regard to this procedure and Dean Swan would like to make faculty aware of the reasons behind the process.

Swan presented the Iowa State University Final Graduate Admissions Report for Fall, 1996 with two years of data. The net admissions and the actual registered numbers are shown for each program. There is some concern that data is not completely accurate in regard to applications/admission/registration. Interdepartmental applications appear within departments. Many programs have a preapplication process which does not go through admissions.

The data for age 25 and over student enrollment figures are shown for on-and off-campus students and total university age comparison of graduates (1990-96). There is representation of students at ISU from every state.

Subcommittees for academic year. Murphy would like all members, who have not already done so, to volunteer to serve on a council subcommittee. Each group will work on issues and report progress at the December meeting.

A brief description of each committee and its suggested members follows:

A. Ph.D. Directions. This committee will continue the work of last year's Ph.D. committee. The charge for last year's subcommittee was to study Ph.D. programs, and in particular, study and assess the status of Ph.D. education at ISU, identify issues and make recommendations to the Graduate Council. An additional issue for clarification (for programs) is that 72 credits for Ph.D. should reflect Ph.D. major or >36 credits of research could be appropriate for students going directly to Ph.D. from BS(A) or a master's in a totally different field.

Suggested committee deliberations:

- a. limit the study to Ph.D. programs only;
- b. understand the requirements and procedures;
- c. identify the progress evaluation systems used in various programs;
- d. suggest flexible but uniform guidelines for Ph.D. degree requirements;
- e. establish mechanisms(s) for outcomes assessment.

Members: Roberts, Finnemore

B. Ph.D./NRC Report Futures. This committee could be combined with the **Ph.D. Directions** committee. The discussions would involve analyzing issues such as decreasing federal support, the number of Ph.D.'s produced, and preference for master's personnel by some industries. The discussions may want to include what the premier programs do to maintain excellence when other universities are improving at faster rates. This committee may want non-council members to be included.

Members: Seagrave, Johnson, Thompson, Mills

C. Outside of Discipline POS Members. This committee will examine the definition of "inside" versus "outside" member of POS Committees for cross- or interdisciplinary majors. What is appropriate for M.S. and Ph.D? For the several programs that cross a number of disciplines, such as the MBA, M. Ag, M. F&CS, should the POS committee include an outside member?

Members: Orazem, Crase, Earnest-DeYoung

D. M.S./M.A. Committee. This committee will study master's degree issues and thesis/creative component versus other options for growing demand of master's degrees as the professional degree.

Members: Tollefson, Damhorst, Courteau, Graves, Livingston
(non-council member: Ken Moore)

E. Interdisciplinary Majors. Do graduate students need to be in a college other than Graduate College? Could a few primary majors cover most of disciplines? Informal discussions have been held in regard to a graduate biology major. How would others fit? Is this viable at this time? How would applied fields in agriculture fit? How do people in humanities and social sciences view this idea?

Members: Carpenter, Haydon (both non-council members)

Other business. Kruempel reported that areas of specialization in an existing graduate degree or a change in existing areas of specialization proposals are submitted to the Graduate Curriculum and Catalog Committee (GCCC). Approvals are granted at the GCCC level and do not go forward to the Faculty Senate or Board of Regents.

There is some confusion over some of the wording "for minor graduate credit" in the Graduate Catalog. This phrase means credit that a graduate student can take outside of his/her major and apply toward a degree. There is nothing implied that it is part of a formal minor. Faculty in the department who administer that course have determined that it can be counted on a POS. Word changes in the Graduate Catalog are being considered so there is no confusion that minor graduate credit does not relate to the formal minor.

Council adjourned @ 5:50 p.m.

Bonnie Gaarde, Secretary

Agenda

**Graduate Council
Subcommittee Chairs and Graduate College Representatives**

Wednesday, November 13, 1996

**210 Beardshear
5:10 p.m.**

- 1. Comments from the Graduate College**
 - a) Include Graduate College Handbook as a part of the Graduate Catalog (discussion)**
 - b) Deadline for thesis deposit after Final Oral Examination (discussion)**
- 2. Subcommittee Reports**
 - a) Ph.D. (Finnemore)**
 - b) Outside of Discipline POS Members (Orazem)**
 - c) M.S./M.A. Committee (Tollefson)**
- 3. Structure of Graduate Council Standing Committees (Murphy)**

Graduate Council Notes
Subcommittee Chairs and Graduate College Representatives

November 13, 1996

Present: Dobson, Finnemore, Gaarde, Jackson, Mayfield, Murphy, Orazem,
Tollefson

1. Comments from the Graduate College

a) Include Graduate College Handbook as a part of the Graduate Catalog (Dobson)

Dobson suggested incorporating the Graduate Catalog and the Graduate College handbook because of the duplication in the two publications. The handbook is printed on a yearly cycle and the catalog every two years. Some of the material now in the handbook will be distributed by means of memo and documentation to departments, graduate faculty, etc. There would be definite distinction between sections, policies, procedures, and coursework, for easy access.

Council agreed that there was a definite advantage in having only one document for referral. The consensus of the group was to go forward and include the handbook as a part of the Graduate Catalog.

b) Deadline for Thesis Deposit after Final Oral Examination (Dobson)

A student beginning a Ph.D. degree program at ISU with a master's degree is expected to complete the program within five years, while a student beginning a Ph.D. degree program without the master's degree is expected to complete the program within seven years. There are no policy statements in effect to address submitting a thesis for final deposit more than 10 years after the final examination. This item will be discussed at a future council meeting.

2. Subcommittee Reports

a) Ph.D. (Finnemore). The subcommittee has had several telephone conversations and as a result of these conversations it would like additional guidance as to its charge. As a result of the national discussions, should ISU do anything differently? Dobson is working on Graduate Student Retention and Graduation Rate reports with Institutional Research. He is also taking information off the National Research Council PhD data base addressing these issues. Mayfield stated that last year's subcommittee reached an agreement that ISU is pretty typical (low side of the national average). ISU does not look out of line. There still may be questions to be answered: Is ISU training too many PhD's? Are all of the PhD programs healthy? Do programs have too many coursework requirements? The subcommittee will meet and continue to research these issues.

b) Outside of Discipline POS Members (Orazem). The current rules regarding POS committee makeup for interdepartmental degree, double-degree, and joint-degree programs are inconsistent with the requirement for single degree or single department majors. The committee proposed that for interdepartmental programs, membership from more than one department is sufficient to meet the diversity requirement. Implementation of this change will require the following changes to the Graduate College Handbook:

p.25, bullet point four under **Double Degree Programs**. Delete, "and a third committee member from outside either of the two major departments."

page 39, bullet point one under **Co-major Professors**. Delete the sentence, "The outside member of the committee must be from a major outside that of both co-majors."

p. 39 under **Doctoral POS Committee Makeup**. Delete the sentence, "At least one member of the POS committee must be outside the student's major." Replace sentence with, "The committee should include members from different programs or different departments so as to insure diversity of perspectives."

p. 40 under **Master's POS Committee Makeup**. Delete the sentence, "One member of the committee must be from outside the major." Replace sentence with, "The committee should include members from different programs or different departments so as to insure diversity of perspectives."

Clarification was made on the outside versus inside member of the POS Committee makeup; at least one member of the Ph.D. or Master's committee must be outside the student's major. All members of a committee could feasibly be from one department and still include the outside member.

Another issue this committee discussed was the approval process for term membership on the Graduate Faculty. If an M.S. candidate would like a specialist from outside the university who holds the equivalent of graduate faculty status at another graduate degree granting institution to serve on his/her committee, the review schedule of once each fall and spring semester needs more flexibility.

The subcommittee's proposal will be sent to the full council for discussion at the December meeting.

The subcommittee also noted that the procedure to be followed in a preliminary oral examination (if one member of a committee votes not to pass a candidate) should also be included in the final oral examination rules in the Graduate College Handbook.

M.S./M.A. Committee (Tollefson). The committee will review The Proceedings of the Fourth Annual Faculty Conference, studying the M.S./M.A. degree statements and opinions expressed by various groups.

Structure of Graduate Council Standing Committees (Murphy). Those present were given a copy of the Graduate Council Statement of Purpose. Murphy would like council's advice on section D. Standing Committees (structure, standing committee chairs (ex officio committees are current?) and furnished each with a copy of this section with clarification and questions. All council members will be sent a copy of the two documents before the December meeting.

Council adjourned @ 6:20 p.m.

The next meeting of the full council is scheduled for **Tuesday, December 3, 5:10 p.m., 210 Beardshear.**

Bonnie Gaarde, Secretary

Agenda

Graduate Council

December 3, 1996

210 Beardshear

5:10 p.m.

- 1. Approval of October 8 minutes (Revision: Graduate Student Outcomes Assessment and National Research Council) (attached)**
- 2. Comments from the Graduate College**
- 3. Graduate Curriculum and Catalog Committee (Kruempel)
Status of Technology and Social Change Minor**
- 4. Subcommittee Reports**
 - a) Ph.D. (Finnemore and Johnson): Status of Subcommittee**
 - b) Outside of Discipline POS Members (Orazem): Reports and Recommendations (see attached report)**
 - c) M.S./M.A. Committee (Tollefson): Status**
- 5. Graduate Council Standing Committees (Murphy): Structure, Standing Committee Chairs (ex-officio when not Graduate Council Member), Recommendations (attachment)**
- 6. Spring Semester Schedule (please return attached schedule to Gaarde)**
- 7. Other Business**

Graduate Council Minutes December 3, 1996

Present: Courteau, Crase, Dobson, Earnest-DeYoung, Finnemore, Gaarde, Graves, Hopper, Johnson, Kruempel, Livingston, Mayfield, Mills, Murphy, Orazem, Roberts, Spinuzzi, Swan, Tollefson

Absent: Akinc, Damhorst, Jackson, Seagrave, Thompson

The minutes of the November 13 meeting were approved.

1. Comments from the Graduate College. Dobson questioned if the new structure of the POS committee makeup permitted both a co-major professor from the program that the student is studying in and also a co-major professor from another program (for dual guidance)? The POS committee makeup language would not need to be changed at this time as long as the interpretation is clear that a co-major professor may be from another major as long as the other co-major professor is from the program that the student is studying in. Council agreed that this is a reasonable request.

2. Graduate Curriculum and Catalog Committee (GCCC). Kruempel presented the following issues for council's action:

a. Discontinuation of the Mineral Resources Graduate Minor The proposal to discontinue the graduate minor in Mineral Resources was approved by the GCCC and the Faculty Senate Curriculum Committee (FSCC) and will be on the next Faculty Senate agenda. It will then go to the Regents for their review. The FSCC decided also to remove Mineral Resources from the 1997-99 Catalog. Mineral Resources 505 and 507 will be moved to Geology, 508 is to be moved to Chemical Engineering and/or Materials Science and Engineering, and 509 is to be moved to Landscape Architecture. Mineral Resources 506 and 590 will be dropped. This proposal was approved by voice vote.

b. Master of Science Major "Agronomy". The GCCC approved the proposal from the Department of Agronomy for a new Master of Science major named Agronomy. There are four other specialized majors in the department. The objective of this degree program is to provide a broad background in agronomy and related disciplines in order to prepare individuals for advancement in industry and government. This would be a professional non thesis degree and more global than the other majors in agronomy that emphasize research. The department will develop new courseware on CD-ROM to allow the major to be offered to a large off-campus audience. The curriculum is designed to produce graduates with a competency level intermediate to the current B.S. and the Ph.D. degree programs in agronomy. The program most likely to be affected by a professional agronomy degree program is the interdepartmental Master of Agriculture degree. The agronomy degree will differ from the Master of Agriculture by having a very structured curriculum that is specific to the discipline of agronomy. To be admitted to the professional M.S. degree program students will be required to have graduated in the upper one-half of their graduating class with a bachelor's degree from an accredited institution. Kruempel moved that the proposal for a new M.S. major named "Agronomy" be approved. By a show of hands, the vote was 7 for, 4 opposed and 1 abstention. The proposal will be reviewed by the Faculty Senate Curriculum Committee.

Non action item:

**c. Transfer of Graduate Credit from an Internet Course and
Transfer of Graduate Credit from a Correspondence Course.**

The Graduate College has a standing policy not to accept transfer credit for course work done by correspondence. The GCCC had a recent request to allow transfer of credit from an Internet course. This Internet course has a number of similarities to a typical correspondence course. The GCCC decided to allow the transfer of credit if the POS committee decides the course is of sufficient quality and appropriate for the student's program of study.

This particular internet course credit is offered by a small college where the teaching staff is adjunct and teaches primarily master's-level courses. The course is also similar to those ISU dual-listed courses where a student receives graduate credit after completing additional assignments. Additionally it does appear to fit well with the student's major.

The GCCC suggested that it might be appropriate for the council to review the correspondence course credit policy and to develop a policy relating to credit from Internet or other electronic based courses.

After discussion, Murphy recommended that an ad hoc committee continue the study of this policy and would like anyone who is interested in serving on this committee to let her know.

The unfinished agenda items will be carried over to the January meeting.

Council adjourned @ 6:20 p.m.

Bonnie Gaarde, Secretary

Agenda
Graduate Council
January 15, 1996
210 Beardshear
5:10 p.m.

- 1. Approval of December 3 Minutes**
- 2. Comments from the Graduate College**
- 3. Technology and Social Change (Kruempel)**
(attachment to 12/3/96 agenda)
- 4. Subcommittee Reports**
 - a) PhD (Johnson): Status of Subcommittee**
 - b) Outside of Discipline POS Members (Orazem): Report and**
Recommendations (report distributed at December meeting)
 - c) MS/MA Committee (Tollefson): Status (see attached report)**
- 5. Graduate Council Standing Committees (Murphy): Structure, Standing**
Committee Chairs (ex-officio when not Graduate Council Member),
Recommendations (attachment to 12/3/96 agenda)
- 6. Graduate Faculty Membership Committee**
Process (Murphy/Damhorst)
- 7. Other Business**

Graduate Council Minutes January 15, 1996⁷

Present: Damhorst, Dobson, Earnest-DeYoung, Gaarde, Graves, Hopper, Johnson, Kruempel, Livingston, Mayfield, Mills, Murphy, Orazem, Swan, Thompson, Tollefson

Absent: Akinc, Courteau, Crase, Finnemore, Jackson, Roberts, Seagrave,

The minutes of the December 3 meeting were approved as distributed.

Comments from the Graduate College. Dr. Swan congratulated the council for its strong leadership in handling academic problems related to graduate education. In her opinion, the council is one of the strongest faculty groups on campus.

Technology and Social Change. Kruempel, Graduate Curriculum and Catalog Committee (GCCC) chair, reported on the suspension of admissions to the graduate minor in Technology and Social Change. At the November 6, 1996 meeting the GCCC approved the Graduate College's proposal to remove the description of the minor from the ISU catalog and replace it with a sentence: "For current information about the graduate minor in Technology and Social Change, contact the Graduate College." Members of the GCCC questioned whether or not the GCCC or the Graduate Council should have been part of the decision to suspend the admissions to the graduate minor and should be a part of the decision on what will finally happen to the program.

Swan reported that admissions were suspended two years ago as a result of a program review that concluded the quality of the program was below ISU scholarly standards. TSC worked for approximately one year to improve the quality of the program but did not present a plan. The Graduate College then decided to withdraw the funding from the courses. Most of the graduate courses have found a home in departments. The undergraduate courses were funded for the last time this fall.

Mayfield has been working with a group of faculty to determine if a graduate minor in Technology and Social Change is desired and would propose waiting until the end of spring semester to see if any activity develops. If not, a proposal will be initiated recommending discontinuation of the program, with review by faculty and the appropriate administrative groups (Graduate Curriculum & Catalog Committee, Graduate Council, Faculty Senate Curriculum Committee, Faculty Senate, and the Board of Regents). This issue will again be an agenda item for the April 1997 meeting of the council.

Subcommittee Reports:

PhD Subcommittee. Johnson and Finnemore (co-chairs). Johnson reported that the subcommittee hopes to have a report for the council in the near future. This committee came into existence when several individuals expressed concern that even though pleased about the NRC report on the high status of a couple of departments at the university, those departments had slipped from their previous ranking. The subcommittee will review what is happening to other departments, and discuss what needs to be done if ISU does want to be the best land grant university.

Outside of Discipline POS Members. Orazem, chair, summarized the report of the subcommittee that was distributed at the December council meeting. The committee felt that the current rules regarding POS committee makeup for interdepartmental degree, double-degree, and joint-degree programs were inconsistent with the requirements for single-degree or single departmental majors.

Discussion followed. Mayfield referred to recommended changes; pages 39 and 40 in regard to Doctoral POS Committee Makeup and Master's POS Committee Makeup; the recommendation to change "must" to "should" will create problems for the Graduate College monitoring POS forms. If there is to be an outside committee member

requirement, the word "**must**" should remain. This amendment was agreed to by the subcommittee.

Based on the discussion and the Outside of Discipline POS Members subcommittee proposal, the recommendation was made to accept the report with two amendments as noted in bold print below. The council concurred by voice vote.

Implementing this requirement will necessitate the following changes to the Graduate College Handbook:

p. 25, bullet point four under Double Degree Programs: Delete, "and a third committee member from outside either of the two major departments."

p. 39, bullet point one under Co-major Professors: Delete the sentence, "The outside member of the committee must be from a major outside that of both co-majors."

p. 39, under Doctoral POS Committee Makeup: Delete the sentence, "At least one member of the POS committee must be outside the student's major." Replace sentence with, "The committee **must** include members from **different majors or different departments** to ensure diversity of perspectives."

p. 40, under Master's POS Committee Makeup: Delete the sentence, "One member of the committee must be from outside the major." Replace sentence with, "The committee **must** include members from **different majors or departments** to ensure diversity of perspectives."

M.S./M.A. Subcommittee. Subcommittee chair, Tollefson, reported that the group has been reviewing and discussing various models of nonthesis master's degrees that are different from the traditional MS and MA with the creative component. Tollefson posed questions that might be relevant to the development of new MS/MA degrees: Are there any hindrances presently at ISU to creating degrees that differ from the traditional MS/MA degrees? Based on the existence of the degrees now, it was felt that there were not. How can greater acceptance of non-traditional master's degrees be encouraged? The subcommittee suggested using current degrees as models to encourage development in other disciplines, and the possibility of offering grants to support degree development. The subcommittee will continue this study and provide council with reports of their findings.

Graduate Council Standing Committees. The Policy and Standards Committee and the Graduate Student Affairs Committee were possible committees suggested before the council became an executive committee of the graduate faculty. At this point, they are not current committees and until there is a need for these functions, Murphy recommended that they be removed from the Graduate Council document which appears on the world wide web. Council concurred.

The chairs of current standing committees (Graduate Faculty Membership, Graduate Curriculum and Catalog, and Premium for Academic Excellence Awards) are now voting members of the council. The intent was to request that standing committee chairs fill out the council's membership during the transition period. The chairs of these committees will become ex officio members at the end of their current terms. Each spring five new faculty representatives from divisions having vacancies will be elected to the council to serve three-year terms.

Graduate Faculty Membership Committee. Damhorst, committee chair, presented a committee report to the council. The eight nominations submitted for evaluation were reviewed using the criteria for term membership, established spring 1995. The eight nominations were all recommended for approval as term members of the graduate faculty.

Three issues were discussed by the committee and are being forwarded to the council for input:

1. Alternative evaluation schedules---action by the committee only once a semester can at times delay approval of membership for a half year or more. Suggestions from the committee and discussion followed:

- a. Evaluation within one-month of submission any time in fall and spring semester. This would be rather cumbersome for the committee as it might need to meet several times per month.
- b. Due date for submission scheduled earlier in the semester. If there is an additional timing concern this could be handled with a special request to expedite the process.

Orazem will reintroduce an issue which would allow "outside" members to be listed on a student's program of study while waiting for review of term membership appointment. The evaluation schedule of the Graduate Faculty Membership Committee is tabled until the next meeting.

2. Formation of policy and procedures for appointments made to term membership before the current one-tiered graduate membership structure was adopted. The committee suggested:

- a. After eight years of continuous service, adjunct professors could be excused from further review.
- b. Collaborators should go through regular term reviews, regardless of year of appointment.

If adopted, those individuals who are adjunct professors, and have been for 15 years, would either need to be reviewed once again or given continuous membership. Should the Graduate Faculty Membership Committee automatically grandfather in these individuals? It was agreed that all term members should be treated equally. The council does not have a good concept of the number of temporary graduate faculty there are and this may be beneficial to know before a decision is made. Dobson will produce a list of current collaborator and adjunct faculty before a policy is defined.

Due to time constraints, the third item will be placed on the February 19 council agenda.

Council adjourned @ 6:45 p.m.

Bonnie Gaarde, Secretary

Graduate Council Minutes February 19, 1997

Present: Akinc, Damhorst, Crase, Dobson, Earnest-DeYoung, Finnemore, Gaarde, Graves, Hopper, Jackson, Johnson, Kruempel, Murphy, Orazem, Roberts, Seagrave, Swan, Thompson, Tollefson

Absent: Courteau, Livingston, Mills, Mayfield

The minutes of the January 15 meeting were approved as distributed.

Comments from the Graduate College. A list of current collaborators and adjunct faculty was included with the council agenda. The print-out included some collaborators with regular graduate faculty membership (most having undergone continual departmental review), adjunct faculty (most of whom are P&S staff who have undergone promotion & tenure review), and adjunct faculty with term appointments prior to the policy that term appointments are to be reviewed periodically. Some collaborators on the list have received term appointments and will be reviewed periodically under the new rules. The remainder of categories are affiliates, temporary, and visiting (with term appointment).

One of the questions before the council is whether or not there should be review of term appointments confirming continuing research activity. Additionally should adjunct faculty members who are clearly undergoing regular review in their department, and have gone through the second term appointment review, be given continuous graduate faculty membership? Murphy indicated that it would be very beneficial for the Graduate Faculty Membership Committee to have input from the council before a policy is defined.

If departments have a regular review process, some formal documentation from that review should be sent to the Graduate College when requesting a five-year renewal (or continuous graduate faculty membership) of a term appointment. Or, perhaps, if individuals with term appointments are not serving on POS committees (during a five-year period), their graduate faculty appointment would not continue.

The general consensus of the council was that if collaborators, adjunct, affiliate, temporary, or visiting faculty went through a formal review process and were given graduate faculty status, those individuals need not be reviewed again under the new requirements; they should be given continuous membership.

The Graduate Faculty Membership Committee expressed concern that in some instances collaborators and only one graduate faculty could serve on an M.S. committee. There is great variance in quality control department by department in reviewing committees. How is it possible to maintain standards? This is an issue that would be good to discuss with constituents before arriving at a final decision.

Corrections to the Graduate College Handbook. Orazem was asked to review the changes to the Program of Study committees passed in April, 1996 and to report on what changes had not been incorporated into the Graduate College Handbook. The differences were primarily editorial, however, the subcommittee stipulated that non-graduate faculty, who were **additional members of a POS committee**, would be **additional nonvoting members**, and this section with the rewording was **not** included in the handbook. This category of committee members will be reinstated.

Are nonvoting members of a POS committee expected to participate in examinations? If the nonvoting member of a committee is an official member of the committee he/she should attend the preliminary and final oral examination. Any additional non-faculty members who would like to be involved with the candidate's study may do so but they are not official members of the committee.

The following paragraph will be reinstated into the POS committee rules:

When a non-member of the graduate faculty possesses expertise particularly relevant to the student's field of study, he or she may be appointed to either the master's or the doctoral POS committee as an additional non-voting member. If a non-member of the graduate faculty is appointed to the POS Committee, an explanatory memo should be attached to the recommendation for Committee Appointment Form.

In a preliminary oral examination (or final oral examination), if one member of the committee votes not to pass the candidate, each member of the committee must forward to the Dean of the Graduate College, in writing, a

justification for his/her vote. If more than one member of the committee votes not to pass the student, the candidate does not pass the examination. **This policy was to apply to the final oral examinations as well and will be reinstated.**

Subcommittee Reports:

Ph.D. Subcommittee. Finnemore, subcommittee co-chair, reported that its charge was to recommend ways to improve the quality of the university in the National Research Council rankings. The provost has a program for hiring national academy members. Other suggestions were to eliminate weak master's and Ph.D. programs and increase RA stipends to attract the top applicants. The subcommittee would appreciate comments from council with any suggestions they might have to continue this study.

M.S./M.A. Subcommittee. Subcommittee chair, Tollefson, reported that the focus of their last meeting was to seek to enhance recognition of the value and importance of master's degrees at ISU. Achieving the appropriate status of master's degrees will require defining the master's degree and/or different types of master's degrees. Use of master's degrees as "booby prizes" for students who are unsuccessful in doctoral programs is considered unfortunate and undesirable, and there was discussion of possible strategies to discourage this.

There was some sentiment that the value of M.S./M.A. degrees with theses (or equivalent for M.A.'s) is diminished by awarding these degrees via non-thesis options.

The committee crafted a definition of master's degrees that are not M.S. or M.A. and believe that those degrees should have coursework requirements that are more broad than those of the M.S. or M.A. programs. They should include some integrative experience (final exam, creative component) that would integrate their learning experience.

The non M.S./M.A. degree probably would be more interdisciplinary than the Master of Science or the Master of Arts; it could be quite flexible to accommodate market needs. It would require recipients to be enlightened consumers of research but not necessarily capable of designing and conducting research.

Tollefson would appreciate any comments as to the direction of the subcommittee. They will continue their study and present a report to the council.

Graduate Curriculum and Catalog Committee (GCCC). Kruempel, committee chair, presented a proposal and recommendation (on behalf of the GCCC) to discontinue the Master of Engineering major in Industrial Engineering. The majority of graduate students are interested in the Master of Science (M.S.) degree. Industrial and Manufacturing Systems Engineering proposed to offer a non-thesis option for the M.S. degree which would continue to provide students with a non-thesis graduate degree. Discontinuation of the current M.Eng. in Industrial Engineering and the addition of a non-thesis option for the M.S. degree would make the program similar to other departments in the college including, Civil, Electrical, and Mechanical Engineering. Students currently enrolled will be allowed to complete the degree or to transfer to the M.S. (non-thesis). The proposal was approved by voice vote. The request will also need approval by the Faculty Senate and by the Board of Regents.

The last item on the agenda (M.S. to Ph.D. Transition: Do we need a policy?) will be carried over to the March 19 council meeting.

Members were encouraged to keep in mind possible nominees for Graduate Council for the next term.

Council adjourned @ 6:40 p.m.

Bonnie Gaarde, Secretary

John Mayfield
Associate Dean
Graduate College
207 Beardshear

Agenda

Graduate Council

March 19, 1997

**210 Beardshear
5:10 p.m.**

- 1. Approval of February 19 Minutes**
- 2. Comments from the Graduate College**
- 3. Nominations for Graduate Council and Premium for Academic Excellence (PACE) Awards Committee (review language & vote to send to all graduate faculty) attachment**
- 4. Subcommittee Reports**
 - a) PhD Status (Finnemore and Johnson)**
 - b) MS/MA Status (Tollefson)**
- 5. MS to PhD Transition: Do we need a policy? (attachment with 2/19 agenda)**

**Graduate Council Minutes
March 19, 1997**

Present: Akinc, Damhorst, Courteau, Crase, Dobson, Earnest-DeYoung, Gaarde, Graves, Jackson, Kruempel, Mayfield, Murphy, Orazem, Swan, Thompson

Absent: Finnemore, Hopper, Johnson, Livingston, Mills, Roberts, Seagrave, Tollefson

The minutes of the February 19 meeting were approved as distributed.

Comments from the Graduate College. Swan reported that applications and admissions for 1997-98 are right on target compared to last year.

A concern that has been ongoing is that Iowa State University makes no formal recognition of a student moving from a completed master's degree into a Ph.D. program. Several programs have policies that do not make it clear to students if they will be accepted for study toward a Ph.D. Students may continue taking courses for several semesters before learning that they may not continue for the Ph.D. in that particular program. If the program does not notify the Graduate College when a student is considered ineligible to continue for the Ph.D., that student is still considered part of the program and may continue to register. In order to be fair to students, should there be a policy about the transition from master's to Ph.D.?

The council discussed this concern and considered a policy change from the automatic continuous registration after completing a terminal degree. The policy would state that when a student completes a graduate degree, a "hold" will automatically be placed on future registration. Removal of the registration hold will require the approval of the program DOGE. Thompson moved to table action on this policy until the formal language can be presented for consideration at the April meeting. Orazem seconded this motion and council approved by voice vote.

Nominations for Graduate Council and Premium for Academic Excellence (PACE) Awards Committee. Council reviewed the nomination material and, after deletion of some text, voted to send the request for nominations to all members of the graduate faculty. Council may be asked to recommend individuals who might be possible candidates at the April meeting if sufficient nominations are not received.

Subcommittee Reports

Ph.D. Subcommittee. No report at this time.

M.S./M.A. Subcommittee. Graves reported on the progress of the subcommittee. It will be meeting one more time and will present a report defining various master's degrees and implications of each for council review.

The next council meeting will be April 23, 5:10 p.m., 210 Beardshear.

Council adjourned @ 6:20 p.m.

Bonnie Gaarde, Secretary

Agenda

Graduate Council

April 23, 1997

**210 Beardshear
5:10 p.m.**

- 1. Approval of March 19 Minutes**
- 2. Comments from the Graduate College**
- 3. Registration Hold Policy for Students Completing a Terminal Degree (discussion and vote):**

"When a person receives a graduate degree, a hold on future registration will automatically be placed on that person's record. The hold will be removed if a program requests the Graduate College to do so."
- 4. Nominations for Graduate Council (additional nominations needed from Council, review and vote) attachment A**
- 5. Premium for Academic Excellence (PACE) Awards Committee (review and vote) attachment B**
- 6. Graduate Curriculum and Catalog Committee (no report)**
- 7. Graduate Faculty Membership Committee (Damhorst)**
- 8. Subcommittee Reports**
 - a) Ph.D. Status (Finnemore and Johnson) attachment C**
 - b) M.S./M.A. Status (Tollefson) attachment D**
- 9. Election of 1997-98 Graduate Council Chair**

additional attachments:

**Ohio Board of Regents Report of the Committee on Standards of Viability
Council of Graduate Schools, Academic Guidelines Policy Statement**

Graduate Council Minutes April 23, 1997

Present: Akinc, Damhorst, Crase, Dobson, Earnest-DeYoung, Finnemore, Gaarde, Graves, Hopper, Jackson, Kruempel, Livingston, Mayfield, Mills, Murphy, Roberts, Tollefson

Absent: Courteau, Johnson, Orazem, Seagrave, Swan, Thompson

The minutes of the March 19 meeting were approved with an addition to the registration hold policy discussion. "**Kruempel made a motion to adopt the hold policy.**" That motion was tabled, as indicated in the March minutes.

Murphy presented an issue to be discussed by council during the coming academic year. Many graduate colleges will accept graduate level courses taken by students in the last year of their undergraduate study when those courses were not applied toward the undergraduate degree. The policy at Iowa State University is not to transfer any credits toward a graduate program if those credits were earned while the student was an undergraduate student. Is this the best policy?

Registration Hold Policy for Student Completing a Terminal Degree. The policy change from the automatic continuous registration after completing a terminal degree was presented to council. Kruempel's motion to accept this policy was untabled; Roberts seconded the motion and council approved by voice vote. Discussion followed. The council approved by voice vote to accept the following policy change: "When a person receives a graduate degree, a hold on future registration will automatically be placed on that person's record. The hold will be removed if a program requests the Graduate College to do so." Implementation of this policy change will go into effect with fall 1997 graduation. Procedures will be worked out by the Graduate College.

Nominations for Graduate Council. Council reviewed the nominations received from graduate faculty members and made additional nominations for the 1997-2000 ballots. Pending approval from the recommended prospective candidates, Roberts moved to accept the Graduate Council nominee list. Crase seconded this motion and council approved by voice vote. The nominations for five new faculty representatives will go forward to the graduate faculty as mail ballots.

Premium for Academic Excellence (PACE) Awards Committee Nominations. Council members were sent a list of nominees to fill six vacancies on the PACE awards committee. Tollefson moved that these names be forwarded to the dean as suggestions for filling the vacancies for the 1997-00 term. Crase seconded this motion and council approved by voice vote.

Graduate Curriculum and Catalog Committee. (no report)

Graduate Faculty Membership Committee. The membership committee reviewed 20 nominations for term membership on the Graduate Faculty. Using the criteria for term membership established in spring of 1995, 14 were approved. Two nominations were approved with appointment lengths that differed from departmental requests; four nominations were not recommended for appointment. The committee recommendations have gone forward to Dean Swan.

Subcommittee Reports

Ph.D. Status. The subcommittee met to discuss ways to improve the rankings of departments and graduate programs in the National Research Council of doctoral programs in the United States.

Top priority goes to issues dealing with hiring top faculty.

- 1) Hire National Academy level persons.
- 2) Regularize funding of start-up for new hires.

Second priority goes to possible changes in graduate training.

- 3) Use external examiners to advertise work and enhance quality.
- 4) Enhance interdisciplinary opportunities.
- 5) Secure industrial internships for some Ph.D.s.
- 6) Raise the bottom end of graduate student pay scale.

Third priority goes to possible changes in research funding.

- 7) Seek state funding for major initiatives.
- 8) Seek federal umbrella grants for interdisciplinary research.
- 9) Seek federal funding for a national facility.

The subcommittee considers these issues important but at this time does not recommend action by the council.

M.S./M.A. Status. The subcommittee agreed that its mission was to review the master's degrees offered by Iowa State University and, if appropriate, define alternatives to the conventional M.S./M.A. degrees. The committee agreed unanimously that the master's degree should be awarded for successfully completing a planned academic program; it should not be awarded as a consolation prize. The committee proposes that master's degrees offered by Iowa State University fit one of two models: Thesis Degree and Non-Thesis Degree. After discussion, and an amendment to the wording and editorial revisions, the report will be presented to the council. (The revised report is attached.)

Election of 1997-98 Graduate Council Chair. Murphy called for nominations to fill the council chair position for 1997-98. Finnemore nominated Dennis Johnson and Roberts nominated Peter Orazem. Crase moved that nominations cease; Roberts seconded this action and council concurred by voice vote. In their absence, Johnson and Orazem will be contacted to verify their acceptance of the nomination to run for the chair position. A ballot will then be sent to all council members.

Council adjourned @ 6:30 p.m.

Bonnie Gaarde, Secretary

1996-1997 Annual Report of the Graduate Council
Iowa State University



The Graduate Council at Iowa State University provides a mechanism for interaction among graduate students, graduate faculty members and the administration of the Graduate College. The Graduate Council is an elected, representative body which serves as an executive committee of the Graduate Faculty to initiate, revise, and implement Graduate College policies, and to assist and advise the Graduate Dean.

Under that mandate, the Council discussed and acted on the following matters:

1. Established an electronic mailing system, for the entire Graduate Faculty and divided into the four divisions of the Graduate Faculty, Biological & Agricultural Sciences, Physical & Mathematical Sciences & Engineering, Social Sciences & Education, and Arts & Humanities, to allow elected representatives to communicate with their constituency and encourage discussion of issues by Graduate Faculty with their representative or the whole Graduate Faculty.
2. A policy was accepted to place an automatic hold on the continued registration of any graduate student upon completions of a degree. The hold will be removed upon notification of the Graduate College by the department or program DOGE. This policy will be implemented at the end of Fall 1997.
3. An ad hoc committee, chaired by Peter Orazem, developed a policy for POS committee membership for interdisciplinary majors to define what the "outside the major member" is on such committee. The Graduate College Handbook will be reworded to reflect the Graduate Council's opinion that interdepartmental majors are, by nature, diverse and must be composed of members of more than one major or department.
4. An ad hoc committee, chaired by Jon Tollefson, examined the nature of the M.S. and M.A. degrees (with thesis or appropriate creative component required) at Iowa State University in view of the growing number of M.S. degrees as non-thesis options. Although the subcommittee will not submit its final report until the first meeting of fall 1997, the recommendation of the committee will be a definition of an M.S. and M.A. degree and what it should require. This definition may be counter to the nonthesis options being explored by many programs and will need further discussion.
5. An ad hoc committee, cochaired by Dennis Johnson and Douglas Finnemore, continued the work of last year's Ph.D. subcommittee to examine the quality of Ph.D. programs at Iowa State and how to improve them. The committee made three recommendations: 1) hire National Academy-level faculty and regularized funding for these new hires; 2) change graduate training by using external examiners, enhance interdisciplinary opportunities, establish more industrial internships for Ph.D. candidates and raise bottom end of assistantship pay scale; and 3) seek new approaches for research funding such as state funding of major initiatives, federal umbrella grants for interdisciplinary research and federal funding for a national facility. The committee did not recommend that the Graduate Council take any action on the report.
6. The Graduate Faculty Membership Committee, chaired by Mary Lynn Damhorst,

continued to evaluate applications for term membership of Graduate Faculty. The application deadlines were advanced one month to accommodate inclusion of the nontraditional POS committee members on M.S. committees. Term members will be evaluated upon reapplication on a continuing basis regardless of year of appointment.

7. The Graduate College Handbook continues to be edited for minor problems. For example, the statement on the status of nonvoting members on POS committees will be placed back in the Graduate College Handbook as it appeared in the 1993-95 issue. A number of additional editorial changes to correctly reflect policy were approved by the Graduate Council.

8. The Graduate Curriculum Committee, chaired by Ken Kruempel, presented the following program and curricular issues to Graduate Council for approval in 1996-97. The Council approved: discontinuation of the Mineral Resources minor; approval of the M.S. in Agronomy; discontinuation of the M.E. in Industrial Engineering and approval of nonthesis M.S. in Industrial Engineering which is similar to approved nonthesis M.S. in Civil, Electrical and Mechanical Engineering programs; and discussion of the suspension of admissions to the Technology and Social Change minor.

9. The Graduate Council will need to consider the following issues next year (1997-98): policy regarding course credit for internet courses in comparison with Iowa State University's historic no credit policy for correspondence courses; transfer of credit earned in graduate courses as an undergraduate when student becomes graduate student at Iowa State University; and policy regarding nonthesis M.S. and M.A. degrees at Iowa State University as described in 4.

10. The Graduate Council elected Peter Orazem as chair for the 1997-98 academic year. In addition, the Council gathered and approved nominations for vacancies on the Graduate Council and Premium for Academic Excellence (PACE) Awards Committee.

Newly elected Graduate Council members are:

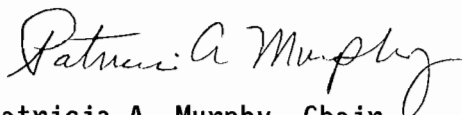
Motoko Lee, Sociology, Social Science and Education

Alan Russell, Materials Science and Engineering, Physical & Mathematical Sciences & Engineering

Lalita Upda, Electrical & Computer Engineering, Physical & Mathematical Sciences & Engineering

Alfred Blackmer, Agronomy, Biological & Agricultural Sciences

Douglas Lewis, Food Science & Human Nutrition, Biological & Agricultural Sciences



Patricia A. Murphy, Chair

June 2, 1997

Graduate Council
1996-97

Graduate Faculty

Patricia Murphy (chair) 1994-97 (Biol & Ag Sciences)	Food Science & Human Nutrition 2312 Food Sciences pmurphy@iastate.edu Fax: 4-8181	4-1970
Mufit Akinc 1994-97 (Physical & Math Sci & Engr)	Materials Science & Engineering 3053 Gilman makinc@iastate.edu Fax: 4-5444	4-0744
Joanna Courteau 1996-99 (Arts & Humanities)	Foreign Languages and Literatures 300F Pearson courteau@iastate.edu Fax: 4-9914	4-7405
Sedahlia J. Crase 1995-98 (Social Sciences & Ed)	Human Dev & Family Studies 109 Child Development sedahlia@iastate.edu Fax: 4-1765	4-6135
Mary Lynn Damhorst 1996-99 (Social Sciences & Ed)	Textiles & Clothing 1071B LeBaron mldmhrst@iastate.edu Fax: 4-6364	4-9919
Douglas Finnemore 1996-99 (Physical & Math Sci & Engr)	Physics & Astronomy A115 Physics finnemore@ameslab.gov Fax 4-0689	4-3455
William Graves 1996-99 (Biol & Ag Sciences)	Horticulture 129 Horticulture graves@iastate.edu Fax 4-0730	4-0034
Dennis C. Johnson 1995-98 (Physical & Math Sci & Engr)	Chemistry 3661 Gilman dcj@iastate.edu Fax: 4-9623	4-7530
Kenneth C. Kruempel 1995-97 (Physical & Math Sci & Engr)	Electrical & Computer Engineering 109 Coover kruempel@iastate.edu Fax: 4-4263	4-7387
Peter F. Orazem 1995-98 (Social Sciences & Ed)	Economics 267 Heady pfo@iastate.edu Fax: 4-0221	4-8656
David D. Roberts 1995-98 (Arts & Humanities)	English 241 Ross droberts@iastate.edu Fax: 4-6814	4-3611
Richard Seagrave 1996-99 (Physical & Math Sci & Engr)	Chemical Engineering 2162B Sweeney Hall seagrave@iastate.edu Fax: 4-3177	4-0518

Michael L. Thompson
1995-97
(Biological & Ag Sciences) Agronomy
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Jon J. Tollefson
1995-98
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tolly@iastate.edu 4-8044
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Graduate Students

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Graduate College Representatives (ex officio)

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George A. Jackson 222 Beardshear 4-1386
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John E. Mayfield 207 Beardshear 4-1170
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Bonnie Gaarde (Secretary) Graduate College 4-1170
207 Beardshear
blgaard@iastate.edu
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Faculty Senate Representative (ex officio)

Dave Hopper Veterinary Diagnostic Laboratory 4-1770
1541 Veterinary Medicine
dlhopper@iastate.edu
Fax: 4-2315

Revised
Graduate Council
1996-97

Biological and Agricultural Sciences Division (4 representatives)

Patricia Murphy (chair)	FS&HN	May 1997
William Graves	Horticulture	May 1999
Michael Thompson	Agronomy	May 1997
Jon Tollefson	Entomology	May 1998

Physical & Mathematical Sciences & Engineering Division (5 representatives)

Mufit Akinc	MS&E	May 1997
Douglas Finnemore	Physics & Astronomy	May 1999
Dennis Johnson	Chemistry	May 1998
Kenneth Kruempel	E&CE	May 1997
Richard Seagrave	Chemical Engineering	May 1999

Social Sciences & Education (4 representatives)

Sedahlia Crase	HD&FS	May 1998
Mary Lynn Damhorst	Textiles & Clothing	May 1999
Peter Orazem	Economics	May 1998
W. Paige (left ISU Fall 1996) - as per bylaws, position will be filled during election 1997		

Arts & Humanities (2 representatives)

Joanna Courteau	Foreign Lang & Literatures	May 1999
David Roberts	English	May 1998

Graduate Students (4 representatives)

Joel Earnest-DeYoung	MIPM	May 1997
Robert Livingston	Professional Studies	May 1997
Mark Mills	Mathematics	May 1997
Clay Spinuzzi	English	May 1997

Ex-officio

David Hopper	Faculty Senate
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