

Payne's

**GRADUATE COUNCIL AGENDA
21 September 2006
3150 Beardshear Hall
5:15 p.m.**

1. Call to order and approval of 4 May 2006 minutes
2. Grad Council Announcements
 - 2.1 Introduction of Members
 - 2.2 Who We Are and What We Do
 - 2.3 Meeting Schedule
 - 2.4 Suggestions for Commencement Speakers
3. Graduate College Announcements (Payne) *Welcome defer to Kevin
Hand book at next meeting*
4. Report on NRC Ranking Process (Saunders)
5. Graduate College Curriculum and Catalog Committee (Kruempel)
 - 5.1 General Report
 - 5.2 Proposal for Concurrent Bachelor/Graduate Certificate Programs
6. Time Limits on Certificates
7. Appointment of Committees - *Miller Committee - Dick Glesler &
Faculty Membership Committee - Focus on
Payne's Issues*
8. Action Items (if not previously addressed)
 - 8.1 Concurrent Bachelor/Graduate Certificate Programs
 - 8.2 Time Limits on Certificates
9. Adjourn

Next Meeting 19 October 2006, 3150 Beardshear Hall, 5:15pm

Graduate Council Minutes

September 21, 2006

Present: Kaiser (Chair), Clapp, Damhorst, Goedeken, Hogben, Huffman, Jackson, Lonergan, Loynachan, Pate, Payne, Vleck, Werner-Wilson
Absent: Dickerson, Holger, Kruempel, Schuh, White, Wong
Guests: Kevin Saunders

Call to Order

The meeting was called to order by the president and the agenda was approved.

Previous Minutes

The minutes from the May 4, 2006 Council meeting were approved after a minor typographical change.

Announcements

Dr. Saunders gave an update on the National Research Council (NRC) doctoral study currently underway nationally. The taxonomy fields for Iowa State have been submitted. Currently, programs are working on listings of core, associated, and new faculty. Those lists will be due to NRC by mid-October, and shortly after that deadline, core faculty will be receiving questionnaires. Dr. Saunders encouraged everyone to complete these questionnaires because they will be critical to the final ratings process for institutions.

Dr. Kaiser welcomed members of the Graduate Council and reiterated the policy role that the council plays for the Graduate College.

Dr. Payne mentioned that Dr. Carolyn Cutrona, from the Department of Psychology, will be working with the Provost's Office as an intern this year. She will be reviewing funding patterns in the interdepartmental programs and how the new budget model might influence these programs. She will have a set of recommendations by the end of the year and those ideas and suggestions will be shared with the Graduate Council.

Dr. Jackson announced that the Alliance of Graduate Education for the Professoriate (AGEP), a jointly sponsored program between University of Iowa, Iowa State University, and the University of Northern Iowa, will be moving for administration purposes to the Graduate College. A faculty advisory committee has been created to undertake several new initiatives, so more information will be forthcoming on some of the activities of this important program.

Report of the Graduate Catalog and Curriculum Committee (GCCC)

Dr. Kruempel was not present, but a discussion was held about a request that had come before this committee. A document was handed out to Council members about issues that may affect a forthcoming proposal for a concurrent bachelor's and graduate certificate. After a discussion on the three areas of Dr. Kruempel's concern--whether this kind of program should be allowed, if assistantships would be allowed, and if double counting of courses would be available--the Council essentially had no problems reviewing a proposal for a program of this type. Members felt that by and large assistantships are program-level issues, but there were several concerns expressed about double counting credits. Dr. Kruempel will further discuss the issues at his first meeting of the Graduate Catalog and Curriculum Committee.

New Committees for 2006-07

A listing of new committees, the members, and their charges is attached to the minutes.

The Graduate Council adjourned at 6:45 p.m. The next meeting will take place on October 19 in 3150 Beardshear at 5:15 pm.

Minutes compiled by Carolyn Payne
Graduate College

GRADUATE COUNCIL AGENDA
19 October 2006
3150 Beardshear Hall
5:15 p.m.

1. Call to order and approval of 21 September 2006 minutes
2. Grad Council Announcements
 - 2.1 Introduction of New Members
3. Graduate College Announcements (Holger/Payne)
 - 3.1 Tuition Scholarships (and New Budget Model)
 - 3.2 Peer Institution Policies on POS/courses/oral prelim
 - 3.3 Other
4. Graduate College Curriculum and Catalog Committee (Kruempel)
 - 4.1 General Report
 - 4.2 Proposal for Concurrent Bachelor/Graduate Certificate Programs
 - 4.3 Proposed Name Change from Plant Physiology to Plant Biology
5. Solidification of Committee Appointments
6. Action Items (if not covered previously)
 - 6.1 Proposed degree name change from Plant Physiology to Plant Biology
 - 6.2 Clarification of position on time limits for certificate programs
7. Adjourn

Next Meeting 16 November 2006, 3150 Beardshear Hall, 5:15pm

Graduate Council Minutes

October 19, 2006

Present: Kaiser (Chair), Clapp, Goedeken, Hogben, Holger, Kruempel, Lonergan, Loynachan, Pate, Payne, Schuh, Su, Werner-Wilson, White, Wong

Absent: Damhorst, Dickerson, Huffman, Jackson, Onzere, Rice, Vleck

Call to Order

The meeting was called to order by the president, the agenda was approved, and new members were introduced.

Previous Minutes

The minutes from the September 21 Graduate Council meeting were approved after two additions.

Announcements

Dr. Holger welcomed new and returning council members. He mentioned that programs should consider if their policies on tuition scholarships need to be reviewed in light of the new budget model. He also indicated that perhaps the Graduate Council would wish to formulate certain agreed upon policies about time limits and other eligibility requirements that could be applied to all graduate students on assistantship.

Dr. Payne mentioned that the *Graduate College Handbook* was ready for final review. If any changes need to be made, contact her. If the changes are minor, she will incorporate them into the final document. If major changes are recommended, those would come back to Graduate Council for final review and approval. If the changes are minor, the final handbook should be available on the Graduate College Web site by December 1.

Report of the Graduate Catalog and Curriculum Committee (GCCC)

Dr. Kruempel reported that the GCCC had spent most of its time this fall reviewing dual listed courses. Most of these were coming forward because of the 2007-09 catalog deadlines. He also brought to council members a revised document (as a result of proposed recommendations from the GCCC) that addressed procedures for creating a concurrent BS/Certificate program. After a discussion, the Graduate Council approved the procedures document and requested that the Graduate College incorporate the new form on its Web site.

A proposal for a name change that had recently been approved by the GCCC was also presented by Dr. Kruempel. Plant Physiology wanted to change its name to Plant Biology to better reflect the diversity of the interdepartmental program. In the request memo, the chair also indicated that Plant Biology is also a more nationally recognized name than Plant Physiology. The proposal was approved by the council. The recommendation will be presented to the Faculty Senate and, if approved, will be sent to the Office of the Provost for forwarding to the Board of Regents for review.

Committees for 2006-07

The listing of committees given out at the September council meeting was reviewed and approved.

Graduate Council Minutes
Page 2

Time Limits for Certificate Programs

In September, the Graduate Council originally discussed time limits for certificates since there was no existing policy and tabled the discussion until October. At this meeting, the Graduate Council approved a new policy that "*certificate programs follow the same 5-year time limit that master's programs employ.*" The handbook will be changed to reflect the new policy.

The Graduate Council adjourned at 6:05 p.m. The next meeting will take place on November 16 in 3150 Beardshear at 5:15 pm.

Minutes compiled by Carolyn Payne
Graduate College

GRADUATE COUNCIL AGENDA
16 November 2006
3150 Beardshear Hall
5:15 p.m.

1. Call to order and approval of 19 October 2006 minutes
2. Graduate College Announcements (Holger/Payne)
3. Graduate College Curriculum and Catalog Committee (Kruempel)
 - 3.1 Proposed PhD program in Business and Technology
 - 3.2 Proposed discontinuation of MS in Enterprise Computing
 - 3.3 General report
4. Graduate Tuition Scholarship Eligibility Requirements (Holger)
5. Committee Reports
 - 5.1 Graduate Student Wellness
 - 5.2 Graduate Recruitment
 - 5.3 Postdoctoral Policies
 - 5.4 Academic Standards
 - 5.5 Graduate Faculty Term Appointments
6. Action Items (if not covered previously)
 - 6.1 PhD in Business and Technology
 - 6.2 Discontinuation of MS in Enterprise Computing
7. Adjourn

Next Meeting: 18 January 2007, 3150 Beardshear Hall, 5:15pm

Rec'd 1/12/87

Approved

Graduate Council Minutes

November 16, 2006

Present: Kaiser (Chair), Clapp, Damhorst, Hogben, Holger, Kruempel, Lonergan, Pate, Payne, Schuh, Su, Vleck, White, Wong
Absent: Dickerson, Goedecken, Huffman, Jackson, Loynachan, Onzere, Rice, Werner-Wilson
Guest: Michael Crum

Call to Order

The meeting was called to order by the president, and the agenda was approved.

Previous Minutes

The minutes from the October 19 Graduate Council meeting were approved.

Announcements

Dr. Holger presented an overview and status update on the NRC Doctoral Survey. He agreed to provide the slides from his presentation at the President's Council. Also, he asked Council Members to remind all faculty in participating programs to complete the forthcoming faculty survey.

Dr. Holger also reported on the November Board of Regents meeting where a short presentation on graduate programs at the three institutions was delivered. As a representative of exemplary graduate programs at the Regents Institution, a faculty member as well as a student discussed their experiences in the Iowa State Human Computer Interaction interdepartmental program.

Additionally, Dr. Holger reminded the Council that Carolyn Cutrona was serving as an Intern in the Office of the Provost to work with him on characterizing interdepartmental programs and making recommendations about the programs and how they might be affected by the new budget model. They plan to share a status report with the Graduate Council later in the spring term.

Report of the Graduate Catalog and Curriculum Committee (GCCC)

Dr. Kruempel presented two proposals for Council consideration. Dr. Michael Crum, from the College of Business, served as resource for a proposed PhD. in Business and Technology. The new degree will be a full-time residential Ph.D. program that would prepare students for academic careers in business programs around the country. After several questions, the proposal was unanimously approved. The recommendation will be presented to the Faculty Senate and, if approved, will be sent to the Office of the Provost for forwarding to the Board of Regents for review.

Dr. Kruempel also presented a proposal from the Enterprise Computing Program. The program wanted to discontinue its M.S. degree in Enterprise Computing. The proposal was approved. The recommendation will be presented to the Faculty Senate and, if approved, will be sent to the Office of the Provost for forwarding to the Board of Regents for review.

Graduate Council Minutes
Page 2

Tuition Scholarship Eligibility Requirements

Dr. Holger recommended creation of an ad-hoc committee from Graduate Council and the Associate Deans for Graduate Programs to consider eligibility requirements for graduate tuition scholarships. The discussion and resulting recommendations will be important for setting requirements in the forthcoming new budget model.

The committee will be convened with Dr. Payne as chair during the Spring Semester 2007, to formulate a policy and recommendations for the Graduate Council to consider. Drs. Hogben, Kaiser, and Vleck volunteered to serve on the committee from the Graduate Council. Because several Graduate Council members had already left, Dr. Kaiser said he would notify all members of the Council and give them until the end of the semester to volunteer if they wished. Dr. Holger indicated he would solicit the Associate Deans for one or two committee members.

Committee Reports

Wellness—Dr. Clapp reported that the committee had recently met and was planning to consider the inconsistencies in the university's leave policies. It plans to provide a final report in February.

Recruitment—Dr. Hogben reported that a workshop, probably in March, is being planned for DOGEs and other faculty and will focus on recruiting underrepresented students.

Postdoctoral Associates—The committee has conducted some email exchanges but will meet formally in the spring term.

Academic Standards—The committee will meet during the spring term.

Graduate Faculty Membership—Dr. Damhorst reported that the committee has met and interviewed members of the previous membership committee for more information. The committee will present its final recommendations during one of the spring term meetings.

Awards—Iowa State University's thesis for the MAGS Thesis Award Competition was sent forward to the organization for consideration of an award that will be presented at the April 2007 conference meeting.

The Graduate Council adjourned at 6:40 p.m. The next meeting will take place on January 18, 2007, in 3150 Beardshear at 5:15 pm.

Minutes compiled by Carolyn Payne
Graduate College

GRADUATE COUNCIL AGENDA
18 January 2007
3150 Beardshear Hall
5:15 p.m.

1. Call to order and approval of 16 November 2006 minutes
2. Announcements (Holger/Payne/Kaiser)
 - 2.1 Substitutes for Grad Council members
 - 2.2 Student member resignation
3. Graduate College Curriculum and Catalog Committee (Kruempel)
4. Graduate Tuition Scholarship Eligibility Committee Finalization
5. Meeting with President and Provost (discussion)
6. Committee Reports
 - 6.1 Graduate Student Wellness
 - 6.2 Graduate Recruitment
 - 6.3 Postdoctoral Policies
 - 6.4 Academic Standards
 - 6.5 Graduate Faculty Term Appointments (report)
7. Adjourn

Next Meeting: 22 February 2007, 3150 Beardshear Hall, 5:15pm

Graduate Council Minutes

January 18, 2007

Present: Kaiser (Chair), Clapp, Damhorst, Goedeken, Hogben, Huffman, Jackson, Kruempel, Lonergan, Loynachan, Pate, Payne, Schuh, Su, Vleck, Werner-Wilson, White, Wong

Absent: Dickerson, Holger, Onzere

Call to Order

The meeting was called to order by the president, and the agenda was approved.

Previous Minutes

The minutes from the November 16 Graduate Council meeting were approved.

Report of the Graduate Catalog and Curriculum Committee (GCCC)

Dr. Kruempel indicated that two concurrent programs will be coming forward and an issue with the creative component option will be discussed in upcoming Graduate Curriculum Committee meetings.

Graduate Tuition Scholarship Eligibility Committee

The committee has been finalized with Leslie Hogben, Mark Kaiser, David Oliver, and Carol Vleck. Carolyn Payne will serve as chair. The committee will discuss possible university-wide eligibility requirements for graduate tuition scholarships and report back to several groups for wide feedback on its recommendations.

Meeting with President and Provost Discussion

Dr. Kaiser indicated that the meeting will occur in March or April. The group decided to present several questions ahead of the meeting to the President and Provost, so each Graduate Council member is encouraged to send possibilities to Dr. Kaiser. The focus of the discussion will be on those issues that affect the graduate student experience at ISU presently and under the new budget model.

Committee Reports

Graduate Faculty Membership—Dr. Damhorst presented a preliminary report. The main change in present policy is that term membership and graduate lectureship nominations would be reviewed administratively by the Graduate College and sent to a faculty committee if further review is needed. The committee will review the present handbook copy and present its final report in February.

Postdoctoral Associates—Dr. Loynachan handed out a preliminary report for more detailed discussion at the February meeting.

Other Issues

Dr. Vleck indicated that she would like us to discuss at a later meeting the relationship between interdepartmental and departmental curricular requirements.

The Graduate Council adjourned at 6:45 p.m. The next meeting will take place on February 15, 2007, in 3150 Beardshear at 5:15 pm.

GRADUATE COUNCIL AGENDA
15 February 2007
3150 Beardshear Hall
5:15 p.m.

1. Call to order and approval of 18 January 2007 minutes
2. Announcements (Holger/Payne/Kaiser)
3. Graduate College Curriculum and Catalog Committee (Kruempel)
 - 3.1 Changes in the Master of Accounting Degree Program (Bouillon and Dilla)
 - 3.2 Concurrent BS/MS Degree Programs in Animal Science/Nutritional Sciences
 - 3.3 Degree Name Changes in Health and Human Performance /Kinesiology
 - 3.4 General Report (if needed)
4. Graduate Tuition Scholarship Eligibility Committee Recommendation (Payne)
5. Graduate Student Wellness Committee Recommendation (Hogben)
6. Graduate Faculty Membership Committee Recommendation (Damhorst)
7. Other Committee Reports
 - 7.1 Graduate Recruitment
 - 7.2 Postdoctoral Policies
 - 7.3 Academic Standards
8. Meeting with President and Provost (Kaiser)
9. Action Items (if not covered previously)
 - 9.1 Vote on Accounting program degree changes
 - 9.2 Vote on concurrent degrees in Animal Science and Nutritional Sciences
 - 9.3 Vote on degree name change in HHP
 - 9.4 Consensus on structure of meeting with President/Provost
10. Adjourn

Next Meeting: 22 March 2007, 3150 Beardshear Hall, 5:15pm
Special Meeting with President and Provost

Graduate Council Minutes

February 15, 2007

Present: Kaiser (Chair), Damhorst, Goedeken, Hogben, Kruempel, Lonergan, Pate, Payne, Schuh, Su, Werner-Wilson, White
Absent: Clapp, Dickerson, Holger, Huffman, Jackson, Loynachan, Onzere, Vleck, Wong
Guests: Marvin Bouillon and William Dilla

Call to Order

The meeting was called to order by the president, and the agenda was approved.

Previous Minutes

The minutes from the January 19 Graduate Council meeting were approved after one small change.

Report of the Graduate Catalog and Curriculum Committee (GCCC)

Dr. Kruempel indicated that several programs recently approved at the GCCC will be coming forward in the next meeting. Two actions were undertaken at the council meeting.

Master of Accounting Changes—Drs. Bouillon and Dilla were the resource persons for this request. The program wants to change the total number of credits from 32 to 30 and to also make the creative component and final oral optional. These changes were requested to better align the accounting major requirements with other accounting programs around the country. After a discussion, the Council approved these two changes, and they must now be reviewed and approval by the Graduate Dean in order to take effect.

Changes in the Health and Human Performance Degrees—Dr. Kruempel presented a request from the Department of Health and Human Performance that its two graduate majors reflect the new department name, Kinesiology, which was just approved by the Board of Regents. The M.S. degree in Exercise and Sport Science would become a M.S. in Kinesiology and the Ph.D. in Health and Human Performance would be changed to a Ph.D. in Kinesiology. After a discussion, the Council approved the change. The request will now proceed to the Faculty Senate Curriculum Committee for further discussion and action.

Graduate Tuition Scholarship Eligibility Report

Dr. Payne presented a recommendations preliminary report from the Tuition Scholarship Eligibility Committee. The Council suggested clarifying the time limits for Ph.D. students in the draft. The wording was changed to: “A Ph.D. student starting at Iowa State *with only a bachelor’s degree* (and meeting the requirements above) would be eligible to receive a 100% tuition scholarship for a maximum of 14 academic semesters (summer terms would not count against the maximum).” The report was approved to be shared with various other groups (DOGEs, Associate Graduate Deans, etc.) for comment. The final recommendations will be brought back to Graduate Council at the April meeting.

Committee Status Reports

Graduate Student Wellness Committee—Dr. Hogben led a discussion on two draft documents and collected comments from Council members. The final report will be submitted to the Graduate Council at its April meeting.

Graduate Council Minutes

Page 2

Graduate Faculty Membership Committee—The final report will be submitted at the April meeting.

Graduate Recruitment—A possible DOGEs workshop is still being investigated. The final report will be submitted at the April meeting.

Postdoctoral Policies— The final report will be submitted at the April meeting when Dr. Loyanchan can be present.

Academic Standards—Dr. Pate indicated that the committee has yet to meet.

Meeting with President and Provost

Dr. Kaiser report that the Council's meeting with Drs. Hoffman and Geoffroy has been scheduled for the next Council meeting on March 22, 2007. Members discussed in some detail the questions and their format. Dr. Kaiser will take those comments and draft a new document to share with the Provost and President before the meeting.

The Graduate Council adjourned at 7:20 p.m. The next meeting will take place on March 22, 2007, in 3150 Beardshear at 5:15 pm with President Geoffroy and Provost Hoffman as guests.

Minutes compiled by Carolyn Payne, Graduate College

Graduate Council Minutes

March 23, 2007

Present: Kaiser (Chair), Damhorst, Goedeken, Hogben, Holger, Jackson, Kruempel, Loynachan, Lonergan, Pate, Payne, Schuh, Su, Vleck, Werner-Wilson, White, Wong
Absent: Clapp, Dickerson, Huffman, Onzere,
Guests: Gregory Geoffroy and Elizabeth Hoffman

Call to Order

The meeting was called to order by the president of the Council. The standard procedures were suspended in order for Drs. Geoffroy and Hoffman to address the Council members.

Summary of Comments by President and Provost

Dr. Geoffroy thanked the Council for the invitation and pointed out that this was the first time he had addressed this particular group. After detailing some of the values of graduate education to the institution, Dr. Geoffroy focused his primary remarks around four challenges for graduate education at Iowa State University:

1. The need for full tuition funding for all graduate students on assistantship who are paid from state funding sources.
2. The question of a competitive graduate assistant stipend. Is ISU's stipend really competitive? Should we compare ours with others?
3. The variability of the stipend range. Even though ISU has a minimum and maximum stipend, should there be a more systematic pay matrix in place? Students could then move from one grade to another, rather than experience the mix of stipend rates now in existence. Dr. Geoffroy indicated that he would entertain a proposal from the Council in this area.
4. The small number of professional master's degree programs at ISU. There may be reasons (location, type of institution, student interest, etc.), but he wondered if this might be an area for the Graduate Council to investigate.

Drs. Geoffroy and Hoffman also answered several questions that related to the importance of interdepartmental programs. When a question was asked about whether the existing structures best supported these programs, Dr. Hoffman suggested that perhaps meetings between interdisciplinary chairs and departmental chairs should take place to begin a dialogue on these and other issues.

One of the Council members asked a question about the continuing rise in fees for graduate students. She felt that most students were seeing a larger and larger portion of their stipends being used to pay fees. Dr. Geoffroy indicated that he certainly understood that issue, and he would investigate if more of those fees could be folded into graduate tuition costs.

The Council met briefly after the comments and agreed that several items on the list could form a core of discussions for next year. Specifically, the Graduate Council will consider committees for next year centering on (1) the idea of a more uniform stipend scale, possibly with "grade levels" that could be adopted university wide, and (2) issues connected with definition of and requirements for professional Masters programs (there is little reference to such programs in the Graduate Handbook and no uniform definition at the university).

Graduate Council Minutes
Page 2

An additional Council meeting will be added in two weeks to allow for the completion of some curricular matters for the year.

The Council dismissed at 6:20 pm.

Minutes compiled by Carolyn Payne, Graduate College

Graduate Council Minutes

April 5, 2007

Present: Kaiser (Chair), Goedecken, Hogben, Jackson, Kruempel, Loynachan, Pate, Payne, Schuh, Vleck, Werner-Wilson, White, Wong
Absent: Clapp, Damhorst, Dickerson, Holger, Huffman, Lonergan, Onzere, Su,
Guests: Corley Brooke, Donna Kienzler, Suzanne Hendrich, Roberta Vann, and Steven Garasky

Call to Order

The meeting was called to order by the president, and the agenda was approved.

Previous Minutes

The minutes from the March 22 Graduate Council were approved after a date change. Council members were asked to review the minutes and send changes to Dr. Payne so that a copy of the minutes can be forwarded to President Geoffroy and Provost Hoffman as a record of the March 22 meeting.

Announcements by the Graduate College

Dr. Payne asked for volunteers to review potential changes in applications evaluation for feedback to the Graduate College and the Office of Admissions. Drs. White, Hogben, Kaiser, Schuh, and Pate volunteered themselves or their DOGEs to join a discussion of application procedures.

Report of the Graduate Catalog and Curriculum Committee (GCCC)

Five proposals were reviewed by the Graduate Council as presented by Dr. Kruempel and his guests.

Graduate Student Teaching Certificate--Drs. Brooke and Kienzler were the resource persons for this request. As a part of the CELT mission to assist graduate students in becoming better prepared for the professoriate and under the oversight of the PFF Program in CELT, a proposal for a graduate certificate in teaching was presented. It was pointed out that this is a national trend to provide recognition for teaching expertise for graduate students, and many of the national programs were in centers or under PFF-type program leadership. After a discussion, the Certificate proposal was approved. The proposal will move to the Graduate Dean and Provost for their review.

Food Safety and Defense Graduate Certificate—Dr. Hendrich presented a certificate proposal that was to be part of an inter-institutional and distance education effort in a field that is gaining much attention at the national level. The program will be similar to the Great Plains IDEA inter-institutional program currently in place. After a discussion, the Certificate proposal was approved. The proposal will move to the Graduate Dean and Provost for their review.

Certificate in Teaching English as a Second Language—Dr. Vann presented a certificate proposal in Teaching English as a Second Language that should appeal to those teachers who want to make themselves more employable as teachers abroad. After a discussion, the Certificate proposal was approved. The proposal will move to the Graduate Dean and Provost for their review.

Graduate Council Minutes

Page 2

Concurrent Undergraduate Degree and Graduate Certificate in Family Finance, Housing and Policy (BS) and Family Financial Planning (graduate Certificate)—Dr. Garasky served as the resource person for this proposal that will enable well-qualified undergraduates with 18 additional graduate credit hours to earn a graduate certificate after or concurrently finishing their undergraduate degrees. This certificate is aimed at students in the financial and housing resource management fields who are looking to enhance their employment opportunities. After a discussion, the concurrent proposal was approved. The proposal will move to the Faculty Senate for further review.

Discontinuation of graduate minor in Agricultural Systems Technology—Dr. Kruempel presented a letter from the DOGE in the major of Industrial and Agricultural Technology asking for this action. After the merger of the Industrial Education and Technology department with the Department of Agricultural and Biosystems Engineering, this minor was no longer needed. Students can presently major in Industrial and Agricultural Technology (and any major can also be earned as a minor). After a discussion, the proposal was approved. The proposal will move to the Faculty Senate for further review.

Committee Status Reports

Recruiting Committee—Dr. Hogben reminded Council members about the recruiting workshop for departments and programs to be held on April 23. The focus is to be on underrepresented minority student recruiting. She encouraged any programs represented at the meeting to attend and work with Dr. Jackson's office on topics like mentoring, preparation of students for graduate study, and how to recruit underrepresented students. She also spoke of a letter that her committee is preparing for the Council to send to the Provost, which encourages the continued support under the new budget model for special programs to recruit underrepresented minority students and Dr. Jackson's centralized efforts.

The Graduate Council adjourned at 6:35 p.m. The next meeting will take place on April 19, 2007, in 3150 Beardshear at 5:15 pm.

Minutes compiled by Carolyn Payne, Graduate College

GRADUATE COUNCIL AGENDA

19 April 2007

3150 Beardshear Hall

5:15 p.m.

0. Report of Graduate Wellness Committee (this first as the committee representative needs to sally forth and enlighten the masses at 5:30)
1. Approval of 5 April Minutes
2. Announcements
3. Graduate College Curriculum and Catalog Committee
 - 3.1 BS in Computer Engineering and Graduate Certificate in Information Assurance
 - 3.2 Wording on Graduate College Admissions for Iowa Administrative Code
4. Report of Committee on Postdoctoral Policies
5. Report of Committee on Graduate Faculty Term Appointments
6. Report of Committee on Academic Standards
7. Modified Minutes of 22 March 07 (to be sent to President and Provost?)
8. Election of 2007-2008 Graduate Council Chair
9. Let's go surf in now
Everybody's learn in how
Come on a safari with me!
(that is, adjourn until next year in a most dignified and proper manner)

*Final Copies for
Vote*

fw

Graduate Council Minutes

April 19, 2007

Present: Kaiser (Chair), Clapp, Damhorst, Goedeken, Holger, Huffman, Jackson, Kruempel, Lonergan, Loynachan, Pate, Payne, Schuh, Su, Vleck, White, Wong
Absent: Dickerson, Hogben, Onzere, Werner-Wilson
Guest: Doug Jacobson

Call to Order

The meeting was called to order by the president, and the agenda was approved.

Previous Minutes

The minutes from the April 5 Graduate Council were approved.

Announcements by the Graduate College

The Tuition Scholarship Eligibility statement was circulated and will be voted on in the fall. Dr. Holger solicited suggestions for a new chair of the Graduate Catalog and Curriculum Committee.

Report of the Graduate Catalog and Curriculum Committee (GCCC)

Two proposals presented by Dr. Kruempel were reviewed and approved by the Graduate Council.

Concurrent BS in Computer Engineering and Graduate Certificate in Information Assurance—This is the first combination of this sort to come before the Graduate Council. Dr. Jacobson is the resource person for the proposal for this program that will meet the needs for training students in the growing field of computer security. The proposal was approved by the Graduate Council. It will now go to the Graduate Dean for final approval.

Admission Statement for Iowa Administrative Code—The Board of Regents asked for updates in the wording for the Administrative Code for the State of Iowa. The present language and the updated code suggestions were provided to Council members. The Graduate Council voted to approve the wording changes to the Administrative Code.

Committee Final Reports

Academic Standards Committee—Recommendations for two issues were presented from the Academic Standards Committee.

1. Concurrent Student Admission Standards—The committee recommended the following handbook copy that clarifies that these students are admitted for concurrent programs in a similar fashion as students being admitted to a Master's degree.

Several programs provide opportunities for well qualified ISU juniors and seniors majoring in those curricula to apply for admission to both a bachelor's and master's degree. The minimum requirements for admission to the concurrent program are generally the same as those required for full admission to the Graduate College. (Also, since these students have not received their undergraduate degrees, they must be making good progress toward a bachelor's degree.) Basic Other requirements include. . .

The above recommendation and handbook copy was approved by the Graduate Council.

2. Active Enrollment and Transition Status—A new status has been recommended so that students are in a transitional phase in order to resolve their loss of active status. *Graduate College Handbook* copy will change as below. This new status will also distinguish this group from normal non-degree seeking students.

Active Enrollment and Transition Status

Active enrollment status is achieved by admission either to a graduate program or to non-degree seeking status and admission to the Graduate College. If active status is lost (see below), then the individual is transferred to a transition status for a period of not more than five years. Reinstatement is not automatic, but requires approval of the a graduate program or reacceptance to non-degree seeking status and approval of the Graduate College. (After five years, a student must reapply to the Graduate College for reinstatement.) Transferring from one program to another does not affect active status, but must be approved by the receiving program and the Graduate College. See, Transferring from One Graduate Program to Another.

Loss of Active Status

Students lose active status when any of the following events occur:

- ~~• Graduation (for students not continuing their ISU studies)~~
- Resignation or withdrawal from a graduate program
- Dismissal from a graduate program for lack of satisfactory progress
- Dismissal for failure to maintain academic standing
- Dismissal as an outcome of the student judicial process
- Failure of the final oral exam or the PhD preliminary exam with no opportunity to retake the exam
- ~~• No registration for two consecutive calendar years~~

The DOGE and the major professor, where there is one, must provide written justification for the loss of active status to the Graduate College. Appeals and grievances for this action should follow those outlined in the Graduate College Handbook.

The Graduate Council approved the committee's report and the changes to the *Graduate College Handbook* (after some revision in wording).

Wellness Committee—Dr. Clapp provided the Wellness Committee Report for Council members. Attached to the Committee report (and to these minutes) was a draft policy statement to place in the *Graduate College Handbook*. Since committee members had not had time to review the draft, a recommendation was made that the draft wording be accepted and the changes be circulated to DOGEs, Deans, and Department administrators for comment after further discussion at the fall meeting. The policy would be finalized next year.

Graduate Council Minutes
Page 3

Faculty Term Membership Committee—Because the final report was not available at the meeting, Ed Goedecken verbally stated the recommendation that the Graduate College would administratively review term member nominations and would use an ad-hoc committee of Graduate Council for those appointments that might need further review. The concept was approved, but the full report will be voted on in the first fall meeting.

Postdoctoral Committee—The report was presented to the Council. The Council approved the concept of adding a Postdoctoral Association and the receipt of the report, but the other recommendations were tabled until more discussion could take place at the fall Council meeting.

Wendy White was chosen president for the 2007-08 academic year. The Graduate Council adjourned at 6:55 p.m. The next meeting will take place in September 2007, in 3150 Beardshear at 5:15 pm.

Minutes compiled by Carolyn Payne, Graduate College

**Graduate Council
2006-2007**

Graduate Faculty

Mark Kaiser, Chair 2004-2007 (Physical & Mathematical Sciences and Engineering)	Statistics 125 Snedecor, 1210 mskaiser@iastate.edu Fax: 4- 4040	4-8871
Tara Clapp 2005-2008 (Arts & Humanities)	Community & Regional Planning 377 Design, 3095 tlclapp@iastate.edu Fax: 4-2348	4-7759
Mary Damhorst 2005-2008 (Social Sciences & Education)	Textiles & Clothing 1068 LeBaron, 1121 mldmhrst@iastate.edu Fax: 4-6364	4-9919
Julie Dickerson 2005-2008 (Physical & Mathematical Sciences and Engineering Division)	Electrical & Computer Engineering 3123 Coover, 3060 julied@iastate.edu Fax: 4-8432	4-7705
Edward Goedecken 2005-2008 (Arts and Humanities)	Library 152 Parks Library, 2140 goedecken@iastate.edu Fax: 4-5525	4-3311
Wallace Huffman 2006-2009 (Social Sciences & Education)	Economics 382A Heady, 1070 whuffman@iastate.edu Fax: 4-0221	4-6359
Leslie Hogben 2005-2008 (Physical and Mathematical Sciences & Engineering Division)	Mathematics 488 Carver, 2064 lhogben@iastate.edu Fax: 4-5454	4-8168

<p>Elisabeth Lonergan 2006-09 (Biological & Agricultural Sciences)</p>	<p>Animal Science 2278 Kildee, 3150 elonerga@iastate.edu Fax: 4-9143</p>	<p>4-9125</p>
<p>Tom Loynachan 2004-07 (Biological & Agricultural Sciences)</p>	<p>Agronomy 1126 Agronomy, 1010 teloynac@iastate.edu Fax: 4-8146</p>	<p>4-3064</p>
<p>Michael Pate 2004-07 (Physical & Mathematical Sciences and Engineering)</p>	<p>Mechanical Engineering 2028 Black Engineering, 2161 mpate@iastate.edu Fax: 4- 3261</p>	<p>4-9691</p>
<p>John Schuh 2006-09 (Social Sciences and Education)</p>	<p>Educational Leadership & Policy Studies N243 Lagomarcino, 3195 jschuh@iastate.edu Fax: 4-4942</p>	<p>4-6393</p>
<p>Ronald Werner-Wilson 2004-07 (Social Sciences and Education)</p>	<p>Human Development & Family Studies Ste. 1321 Palmer, 4380 rwwilson@iastate.edu Fax: 4-5464</p>	<p>4-8671</p>
<p>Wendy White 2005-2008 (Biological & Agricultural Sciences)</p>	<p>Food Science & Human Nutrition 1111 HNSB, 1120 wswwhite@iastate.edu Fax: 4-5390</p>	<p>4-3447</p>
<p>Johnny Wong 2006-09 (Physical & Mathematical Sciences and Engineering)</p>	<p>Computer Science 202 Atanasoff, 1041 wong@iastate.edu Fax: 4-0258</p>	<p>4-2586</p>
<p>Carol Vleck 2005-2008 (Biological & Agricultural Sciences)</p>	<p>Ecology, Evolution, and Organismal Biology 305 Science II, 3220 cvleck@iastate.edu 4-8646</p>	<p>4-8646</p>

Graduate Students

Graduate College Representatives (ex officio)

David Holger Graduate College Dean	1550 Beardshear, 2021 holger@iastate.edu Fax: 4-8844	4-7184
---------------------------------------	--	--------

George Jackson Assistant Dean	1137 Pearson, 2206 gajacks@iastate.edu Fax: 4-3638	4-1386
----------------------------------	--	--------

Carolyn Payne Assistant Dean	1137 Pearson, 2206 cspayne@iastate.edu Fax: 4-3003	4-2682
---------------------------------	--	--------

Faculty Senate Representative (ex officio)

M. Peter Hoffman	3150, Kildee, Room 301 phoffman@iastate.edu Fax: 4-0018	4-5517
------------------	---	--------

Graduate Curriculum & Catalog Committee (ex officio)

Kenneth Kruempel	Electrical & Computer Engineering 1124 Coover, 3060 kruempel@iastate.edu Fax: 4-4263	4-7387
------------------	---	--------