**GRADUATE COUNCIL**

**Minutes**February 18, 2016

4:15 p.m., **3150 Beardshear Hall**

[www.grad-council.iastate.edu](http://www.grad-council.iastate.edu)

1. **Call to Order** - Chair of Council – Ken Moore
   1. Seating of substitute council members- Andrea Wheeler substituted for Nadia Anderson.
   2. Introduction of guests – Gary Munkvold, past chair

1. **Consent Agenda -** Consent agenda was approved by a vote of 15-0
   1. Minutes of Graduate Council from January 21, 2016
   2. Agenda for February 18, 2016
   3. GCCC items
      1. [Specialization in Entrepreneurship](file:///\\my.files.iastate.edu\gcol$\Groups\Grad%20Curriculum\GCCC%202015-2016\February%202016\PhD%20Concentration%20in%20Entrpreneurship%20Proposal%20Form%201.26.26.docx) for the Business and Technology PH.D. program
2. **Announcements and Remarks**
   1. Graduate Council Chair – Ken Moore – No remarks.
   2. Assistant Graduate Dean – Craig Ogilvie noted that the Center for Communication Excellence is up and running in the Graduate College Office. The Graduate Career Services Coordinator is active reaching out to students and postdoctoral associates. Admissions are up!
3. **Action Items**
   1. [Proposal to change non-thesis final exam](https://www-grad-council.sws.iastate.edu/sites/default/files/2015/Jan/Motion%20to%20Change%20the%20Requirements%20for%20Final%20Exam%20of%20Non-thesis%20Masters%201%202016.revised.docx) – Discussion/Vote. This was tabled to the March meeting.
4. **Committee Reports**
   1. Constitution and bylaws – Gary Munkvold
      1. [Proposed changes to Constitution and Bylaws 2/12/16](file:///\\my.files.iastate.edu\gcol$\Groups\Grad%20Council\2015-16\Feb\Proposed%20changes%20-%20Graduate%20Council%20Constitution%20and%20Bylaws-DRAFT%20Feb%2012%202016.docx)
      2. [Ad Hoc Committee recommendations](file:///\\my.files.iastate.edu\gcol$\Groups\Grad%20Council\2015-16\Feb\Ad%20hoc%20committee%20on%20Grad%20Council%20Consitution%20and%20Bylaws%20recommendations%20Feb%202016.docx)
      3. [Proposed changes to the Graduate Handbook](file:///\\my.files.iastate.edu\gcol$\Groups\Grad%20Council\2015-16\Feb\Proposed%20changes%20to%20GRAD%20Faculty%20handbook-DRAFT%20Feb%2013%202016.docx)
      4. [Qualified Faculty Guidelines](file:///\\my.files.iastate.edu\gcol$\Groups\Grad%20Council\2015-16\Feb\QualifiedFacultyGuidelines_2015-10_OPB.pdf)

Munkvold led a discussion on proposed changes to the Graduate Council By Laws and Constitution. Voting rights of students, election procedures, and standing committees were reviewed. It was proposed to have a Chair, Vice-Chair, and Past Chair to provide leadership for the Graduate Council. The Chair will be elected the end of the year. The Vice-Chair will be elected at the first meeting of the year, and the Past Chair will continue on as a non-voting member, if they rotate off the Council. Voting rights on policies and procedures will remain with elected faculty representation. Students and Post Doc representatives will provide input and be allowed to vote on selected items. The Term Graduate Faculty Committee was reintroduced as a standing committee to review all nomination forms for Graduate Faculty membership guided by the Higher Learning Commission document. Council members were encouraged to submit suggestions and review changes to the working document provided on the Graduate Council website.

* 1. [Chapter 9 revisions](file:///\\my.files.iastate.edu\gcol$\Groups\Grad%20Council\2015-16\Feb\Chapter%209%20GC%20Handbook%20Edits_CLEAN%20FINAL_2.12.16.pdf); [Rights and Responsibilities](file:///\\my.files.iastate.edu\gcol$\Groups\Grad%20Council\2015-16\Feb\Chapter%209%20Add_Graduate%20Student%20Rights%20&%20Responsibilities_FINAL.Feb%2021.pdf)– Daniela Dimitrova. This was tabled to the March meeting.
  2. Report from graduate certificates subcommittee – Nilakanta Sree  
     [Graduate Certificate Review](http://www.grad-council.iastate.edu/sites/default/files/2015/Jan/Graduate%20Certifcate%20Review.docx). This was tabled to the March meeting.

1. **Discussion Items**
   1. POSC Deadlines – Bill Graves – Tabled to the March meeting.
   2. Dissertation/thesis submission dates, Ken Moore -- Tabled to the March meeting.
   3. Process for electing Graduate Council officers
   4. Postdoctoral [dismissal](file:///\\my.files.iastate.edu\gcol$\Groups\Grad%20Council\2015-16\Feb\PostDoc%20Dismissal%20Feb%2016%20'16.docx) and [grievance](file:///\\my.files.iastate.edu\gcol$\Groups\Grad%20Council\2015-16\Feb\Postdoctoral%20Scholar%20Grievance%20Procedures%20Feb%2016%20'16.docx) procedures – revised
2. **Future Discussion Items**

**Next Meeting will be March 24, 2016, 4:15 – 5:30 p.m., 3150 Beardshear Hall**