

Graduate Council Annual Report 2001-2002

In 2001-2002, the Graduate Council met September 20, October 18, November 29, January 24, February 21, March 18, and April 18; there was no meeting in May, but the council did handle one item by email. Minutes of Council meetings and subcommittee reports are on file in the Graduate College office. This year the Council had 16 faculty members, 5 student members, and 4 administrator/ex officio members.

The Graduate Council was welcomed to the academic year by James Bloedel, the Dean of the Graduate College and Vice Provost for Research, who reiterated both his and the President's interest in enhancing graduate education and their goal of increasing graduate student enrollment to 20-25% of the student population. Presently graduate students compose approximately 16% of the total student body.

Following recommendations of the Graduate Curriculum and Catalog Committee, Graduate Council approved the graduate degree programs and graduate certificates listed below:

M.S. in Veterinary Diagnostic and Preventive Medicine
B.S./M.Acc. in Accounting
M.S. and Ph.D. program in Biorenewable Resources and Technology
Community College Teaching Certificate
Power Systems Engineering Certificate

Also noted were new areas of specialization for TESL/Applied Linguistics, and Sports Management (M.B.A. degree).

In other business, the Graduate Council voted to approve the following.

- The International English Language Testing System (IELTS) test was approved as an alternative to the TOEFL exam for non-English speaking foreign students. There was a score conversion table disseminated to the departments.
- The Final Oral Exam Report Form was modified to reflect the committee's wishes regarding failure of the PhD preliminary exam. There are now two options: (1) Has not passed but the exam may be retaken. Two months must elapse before the exam may be retaken (a written explanation should be provided with the report form). (2) Has not passed and the exam may not be retaken at a future date. The degree is denied (a written explanation should be provided with the report form)
- The council approved a change in the graduate credit for nonmajor students in concurrent degree programs. Many programs require nonmajor graduate courses at the 300-400 level for their graduate programs of study, but previously students could not get credit for those courses in their graduate program. The new regulation will allow up to 6 credits of major or nonmajor graduate credit courses be used to fulfill the requirements for a Bachelor's degree to a Master's degree program of study
- The minimum TOEFL score acceptable for admittance to the Graduate College was raised to 197 (530 on the paper-based test) beginning Fall 2003. The previous standard was 500 on the paper-based test.
- The Council voted to add the new lecturer and clinician categories to Graduate Faculty term membership regulations. The new paragraph and revised wording for the handbook are included below:

The graduate faculty also includes ...

Faculty with the rank of senior lecturer and senior clinician are eligible for graduate faculty membership if they meet all qualifications of graduate faculty with the exception of a tenure track appointment. The Graduate Faculty Term Membership Committee must approve recommendations for membership, and may recommend term membership in lieu of full membership.

Other nontenure-track faculty. . .

Graduate Faculty Term Membership

A Department Executive Officer (DEO) may nominate a non-tenure track faculty at ISU, who otherwise meets the requirements for graduate faculty membership, for Graduate Faculty Term Membership. The nominee should have the highest degree or equivalent in his/her field and should hold a **lecturer, senior lecturer, clinician, senior clinician**, affiliate, temporary, visiting, adjunct, or collaborator status at ISU during the proposed period of term membership.

All Graduate Council members participated on at least one of six subcommittees:

Graduate Student Well-Being (Gladon, chair; McClure, Moorman, Jackson)

TA Training (Sebranek, chair; Gladon, Balasubramaniam, Palmer, Kienzler)

Graduate Student Recruitment and Retention (Herwig, chair; Johnson, Jackson)

Graduate Distance Learning (Koehler, chair; Anderson, Orazem, Mayfield)

Graduate College Handbook (Mayfield, chair; Chavez, Jane, Aley, Bradshaw)

Graduate English Exam (Balasubramaniam, chair; Orazem, Batchelor, Minion)

The graduate council voted to approve these subcommittee recommendations:

A revised Graduate College Handbook was submitted by Dr. Mayfield and was approved by the Council. The new handbook represented significant changes in a number of important areas including policy changes in chapters 4, 6, 7, and 9. A few of the changes are listed below.

- Residents and interns were added to the D-Base category.
- The Predoctoral Associates category was broadened to include D.V.M.s and M.D.s.
- Students are now placed into either active or inactive status (Chapter 9). Active status is lost whenever the student graduates (for students not continuing their ISU studies), resigns or withdraws from a graduate program, is dismissed from a graduate program for lack of progress, is dismissed for failure to maintain academic standing, is dismissed as an outcome of the student judicial process, fails the final oral exam of the PhD preliminary exam with no opportunity to retake the exam (see above), or there is no registration for two consecutive years. Reinstatement procedures vary depending upon the nature of the inactive status decision.

The Graduate Council accepted the English Proficiency Committee report that included using online methods to test English proficiency, create an online refresher course, and set minimum standards for GRE, TOEFL, and GMAT. A survey of eleven peer institutions showed that only Penn State University tested their students for English proficiency. An online survey was conducted on whether the graduate faculty wanted their students tested for English proficiency. Of the 140 respondents, 57% wanted their students tested, and 60% of those wanted an online test. Less than half of the faculty found the current diagnostic test to be an accurate assessment of students' English abilities. It was noted that few of the faculty participated in the survey suggesting that most faculty do not have a strong opinion on the subject.

Dr. Sebranek reported that the TA Training Committee had examined resources in current use this spring term. A survey was distributed to DOGEs and DEOs after spring break and those results will be analyzed

for a more formal report. The committee will continue to Fall, 2002 to analyze the survey in detail as well as present its final recommendations to the Council.

The Distance Learning committee was primarily concerned with quality and mentoring issues with distance students. Future issues for Council review will include assessment of distance programs, quality of delivery, resource management, and benefits and costs analyses.

The Council considered the work of the Graduate Recruiting and Retention Committee, the Graduate English Exam Committee, and the Graduate Student Well Being Committee to be incomplete and will continue them next year.

Dr. Thiel, from the Department of Chemistry, presented a suggestion from members of her faculty to reduce the size of Ph.D. POS committees at Iowa State University. After a discussion by Council members, the proposal was tabled until the fall meeting when the new Council could gather data and consider the issue in much more detail.

As its final act, the Graduate Council re-elected Chris Minion chair for next year.

Submitted by Chris Minion, Graduate Council Chair 2001-2002
July, 2002