

GRADUATE COUNCIL MINUTES

October 14, 1977

Present: Beitz, Carter, Choobineh, Hall, Jacobson, Keller, Netusil, Plakans, Russell, Walters

Excused: Winakor

1. The meeting was called to order by Beitz. The minutes of the May 23 meeting were approved as distributed. Council members introduced themselves by name and department affiliation.
 2. Announcements. Beitz reviewed the Graduate Council's Statement of Purpose, which was formulated by the first GC and approved by the Graduate Faculty five years ago. He mentioned that in compliance with the Iowa Open Meeting Law this year the Council meetings will be publicized in the ISU Daily. Other practices required by the Law (e.g., keeping minutes, welcoming outside observers) have already been observed by the Council.
 3. Graduate Council's concerns for the year.
 - a. Fixed duties. Beitz outlined several duties of the Council from the Graduate Faculty Handbook: 1) revising of the Graduate Faculty Handbook and Graduate Student Handbook; 2) serving as Graduate College Judiciary, which has never actually been practiced; and 3) nominating Graduate Faculty members for some of the Graduate College committees (Membership, Program Review and PACE Awards).
 - b. Unfinished business. Two items were considered by last year's GC, but were not resolved: 1) the feasibility of a Graduate Program Review; and 2) how the responsibilities of the Program of Study committees could be strengthened. After the last meeting at which the Graduate Council Annual Report for 1976-77 was approved, two student members of the Council (Dooley and McMullen) prepared a minority report, expressing opposition to the GC's recommendation on foreign graduate students and requesting the new Council to reconsider the matter.
 - c. Current concerns of the Graduate Office. Dean Zaffarano was introduced. He has asked Associate Dean Jacobson to attend Graduate Council meetings this year as an ex officio member, representing the Graduate Office. He hopes this will improve communications both of faculty and student ideas from GC to the Graduate Office administrators and from the Office to the GC, of the kinds of logistical problems sometimes created by these ideas. He does not want to inhibit the Council's discussions by this move. Under the new arrangement Dean Zaffarano thinks GC recommendations can be taken to the Graduate Faculty for a vote with less intervention by the Graduate College Cabinet and deans.
- Zaffarano suggested five concerns he would like the Council to consider:
- Foreign Graduate Student Enrollment. Last year's Council did prepare and approve a lengthy series of recommendations on this matter. Dean Zaffarano is currently preparing a position paper on this issue for

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the Council of Graduate Schools. He would like to submit a draft of this paper to the Council for discussion and suggestions before presenting it to the Council of Graduate Schools in November.

- Graduate Faculty membership categories and qualifications. This year's Graduate Faculty Membership Committee plans to review the section of the new Graduate Faculty Handbook on membership (pp. 8-12). The description of a Temporary Graduate Faculty member is not clear and requirements for Associate membership are controversial. Dean Zaffarano would like GC to discuss whatever recommendations the Membership Committee makes.
- Revision of Graduate Faculty and Graduate Student Handbooks. Although these have always been fixed duties of the Graduate Council, they have not been observed. Dean Zaffarano would like the Council or a subcommittee of it to revise both books this year, if possible.
- Course evaluation. The Graduate Student Senate has investigated and recommended the adoption of a computerized program originated at Purdue University for evaluating courses on a university-wide basis. A university committee was to be established by the Vice President for Academic Affairs to study the Senate's proposal. Dean Zaffarano would also like the GC to examine the course evaluation plan and offer its opinion. Choobineh offered to locate a copy of the plan so that it may be duplicated and distributed to GC members with the minutes to this meeting.
- Selection of outside Program of Study Committee member. Dean Zaffarano is disturbed by the present system used for selecting the members of a student's POS committee. He fears that too frequently members are selected on the basis of how agreeable they are. He would like to see a mechanism established that would assure that the outside POS committee member could be an active, somewhat critical contributor. He suggested that the GC explore systems for committee member selection at other universities and make a recommendation to the Graduate Faculty as to whether a better system might be tried. Keller mentioned that the size of the committee was also an important factor in determining how active a role each committee member played. Carter said that in some fields the decision about an outside member was very important and sometimes the major professor and student were better able to judge who would be appropriate than the Graduate Office's Program Review committee. Walters suggested perhaps the major professor and student could offer several choices, and the Program Review committee could select one.

d. Suggestions by the Council. Beitz asked members for suggestions on other concerns they would like to see discussed this year. Dean Jacobson raised the continuing problem of monitoring graduate students' progress and not allowing them to extend their degree completion any longer than necessary. The 1975-76 GC did make a recommendation requiring those on graduate assistantships to carry at least 18 credits per nine-month period

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if on a C-9 appointment or 24 credits per 12-month period if on C-12 appointment. The Graduate Office rejected this recommendation because it would be too difficult and costly to monitor on other than a quarterly basis. At that time the Council felt that a minimum credit-hour requirement for each and every quarter was too inhibiting for the student and that issue was dropped. Meanwhile, the problem for the Graduate Office has continued. Jacobson would like this year's Council to reconsider the matter. A related concern is whether a student should be allowed to hold concurrently more than one university position (e.g., TA in one department and RA in another).

Carter endorsed Dean Zaffarano's suggestion that the Council consider the course evaluation plan prepared by the Graduate Student Senate.

4. Other Discussion. Several other matters raised during the course of discussing the above concerns were:

- Status of the Graduate College Self-Study Committee (no one knew);
- Purpose of the Graduate College Alternative Dissertation Format Committee, chaired by Ruth Hughes. This group expects to have a recommendation ready this fall and Dean Zaffarano would like the GC to comment on it;
- Dean Zaffarano is prepared to give up on the idea of a Graduate Program Review. He thinks the costs would outweigh the benefits and that the proposed course evaluation might serve a similar purpose.

5. Meeting time for Fall Quarter. Fridays at 4 p.m. were favored as the lesser of evils among possible meeting times. Beitz believed that a meeting every other week might suffice. Members were asked to reserve the following dates at 4:10 p.m.: October 28, November 11 and November 18. The next meeting will include establishing priorities for the concerns that have been raised.

The meeting was adjourned at 5:40 p.m.



Barbara S. Plakans, Secretary

GRADUATE COUNCIL MINUTES

October 28, 1977

Present: Beitz, Carter, Choobineh, Hall, Jacobson, Keller, Netusil, Plakans, Russell, Walters and Winakor

1. The meeting was called to order by Beitz. The minutes of the October 14 meeting were approved as distributed.
2. Course evaluation. Choobineh outlined the history of the Graduate Student Senate proposal for a university-wide course and teacher evaluation. Information about the Purdue Cafeteria system, advocated by GSS, had been sent to Graduate Council members for review. Choobineh said the GSS proposal was presented last spring to the Vice President for Academic Affairs and a subcommittee of the All-University Community Council has been established to look into it. GC then discussed some of the pros and cons of evaluations-- the problems of adapting a single university-wide evaluation form to different disciplines and course levels; interpreting and using the results; and whether and how the evaluation would be used. Choobineh made a motion that the Graduate Council go on record in favor of a course and teacher evaluation for Iowa State. Carter seconded the motion. It passed on a voice vote with one vote in opposition. Walters is a member of the All-University Community Council and will inform the subcommittee of GC's endorsement.
3. Council Agenda items. Beitz asked Jacobson to describe the Graduate Office's concern about students who hold Graduate Assistantships while making very slow progress toward completion of their degrees. Jacobson would like the Council to consider ways to improve the situation, possibly by limiting the number of quarters a student could hold an assistantship or requiring a minimum number of credit hours per quarter be carried while on an assistantship. To get a clearer picture of the situation Beitz will ask the Graduate Office for a breakdown on how many Graduate Assistantships at the present time are held longer than the three or five year limits for completing a master's or doctoral degree. Council members will check on the way their departments handle Graduate Assistantships when the holder doesn't complete the degree within the time limit. This information will be given to the Council Secretary for distribution along with these minutes and the agenda for the next meeting.

Other issues briefly discussed by the Council which will be studied during the coming months are:

- the composition of Program of Study committees, their responsibilities, the number of committee members, selection of the outside member. Also Winakor raised a question about disagreement among committee members over approval of the preliminary examination, thesis or dissertation.
- the ambiguity surrounding the breadth requirement for degrees. At present the decision to include or exclude cross-listed courses or courses within a single department but in a different major or area of specialization is left to the Graduate Student Program Review Committees of the Graduate College. Keller believes GC should try to clarify this situation.

4. The meeting was adjourned at 5:15 p.m. The next meeting will be held on Friday, November 11 at 4:10 p.m. in 196 Carver Hall.

Barbara S. Plakans
Barbara S. Plakans, Secretary

GRADUATE COUNCIL MINUTES

November 11, 1977

Present: Beitz, Carter, Choobineh, Hall, Keller, Netusil, Plakans, Russell Walters and Winakor

Excused: Jacobson

1. The meeting was called to order by Beitz. Two changes were made in the minutes of the October 28 meeting: 1) Winakor's question should have included that disagreements among Program of Study committee members might be over whether to pass a student on the preliminary examination, as well as over approving the thesis or dissertation; 2) the Program Review Committees referred to in the fourth line from the bottom should have been called "the Graduate Student Program Review Committees of the Graduate College."

2. Graduate Assistantships and Student Progress. As background for the discussion, Beitz read passages from the Graduate Faculty Handbook and the Graduate College Catalog regarding time limits for completing degrees and restrictions placed on graduate assistantships. The Graduate Council examined some graphs provided by the Graduate Office. These showed the number of quarters master's and Ph.D. degree students at ISU required to complete their degrees during the period Sept. 1972-Aug. 1974. Many questions were raised about how the data could be interpreted. No one knew whether quarters were counted from when a student first enrolled or when he or she became a degree candidate. Also it was not known whether just the quarters in residence were counted or if the periods when they were on non-degree status, taking only a few credit hours or when they were not enrolled but still a degree candidate were also included. Any of these possibilities would stretch out the length of time required to receive a degree and raise the average on the graph. Thus GC concluded this information was not particularly useful.

Then Council members briefly described how each of their departments monitors the progress of graduate students. In smaller departments the department executive officer takes this responsibility, while in larger departments it is either left up to the major professor and Program of Study committee, or a committee made up of some or all of the graduate faculty members of the department meets periodically and reviews student progress. Sometimes progress is not monitored until the student becomes a degree candidate and prepares a Program of Study.

The following comments were offered:

• Keller believes that although the Graduate College should set policy about time limits for completion of degrees, the departments should do the monitoring. Then if a department is routinely disregarding the time limits, the Graduate Office should "clamp down" on it. He does not think the creation of another Graduate College-controlled monitoring system for all graduate departments is necessary. He also believes the Council has been asked to combine two separate issues (monitoring student's progress toward completion of degrees and limiting the length of time a student can hold an assistantship) which should remain separate.

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- Hall suggested the GC recommend that the Graduate College strongly encourage departments to establish systems for adequately monitoring student progress. The systems would vary depending upon the size of departments and the nature of the degrees it offers. This would be a departmental responsibility. Since in most cases Graduate Assistantships come out of the department budget, this should also be left to the discretion of the departments.

- Russell stressed the importance of each student's case being viewed individually by the faculty members who are closely involved.

- Netusil wondered why a maximum number of credits per quarter was placed on graduate assistants. He thought they should be allowed to take as many credits as they felt capable of handling.

- Several GC members questioned whether any change was needed in the present system.

Beitz believes Dean Jacobson may wish to discuss this concern once more with GC before a recommendation is drafted. This will be on the agenda for the next Council meeting.

The GC meeting scheduled for November 18 was cancelled because a number of members will be away. The secretary distributed schedule forms for Winter Quarter and asked that everyone return them as soon as possible. Tentatively the next meeting will be held during the week of December 7.

Barbara S. Plakans
Barbara S. Plakans, Secretary

GRADUATE COUNCIL MINUTES

December 15, 1977

Present: Beitz, Carter, Choobineh, Dooley, Hall, Jacobson, Keller, Netusil, Plakans, Russell, Walters and Winakor

1. The meeting was called to order by Beitz. He introduced Mike Dooley, a Zoology graduate student, who will be replacing Cindy Walter on the Council. The minutes of the November 11 meeting were accepted as distributed.

2. Statement on the cost of educating foreign students. Revised drafts of a position paper prepared by Dean Zaffarano were distributed. This was prepared for publication in the Council of Graduate Schools newsletter. Earlier in the fall the Dean had asked the Council to discuss and offer suggestions about this statement after he had drafted it. The statement advocated increasing tuition and fees for foreign students from oil-exporting countries when they are supported by their governments. Also suggested was waiving the increment or offering scholarships to foreign students who are underprivileged or are entering areas which have little support, such as the humanities.

The Council spent 45 minutes offering comments. The following suggestions were offered: Basic disagreement existed over singling out students from oil-exporting countries as those who must pay more. Choobineh suggested this was a form of tariff, and if it were accepted by most U.S. universities, OPEC nations might retaliate by increasing oil prices. He also thought the statement sounded as if limiting enrollment from the Middle East, not just recouping the costs of educating foreign students, was its intent.

Other GC members thought the three-tiered system of fees (in-state, out-of-state and out-of-country) for all foreign students, suggested in the recommendation by last year's GC, was more equitable and more easily administered. GC members also questioned whether the thornier problems involved with educating large numbers of foreign students, mentioned by Dean Zaffarano, would be affected much by increased tuition. These included language communication, isolation from the mainstream of campus life, advising services and instability of foreign governments, leaving students without financial support.

The penultimate paragraph in the statement dealt with financial aid for foreign students. Some GC members felt it weakened the Dean's agreement. If he were trying to appease Iowa taxpayers by raising foreign tuition, why give it away to other foreign students? Also it appeared the make-up of the foreign students enrolled would be manipulated by discouraging students from OPEC countries while encouraging those from elsewhere. Some GC members believed foreign students should have the same opportunities and follow the same procedures set for U.S. students seeking financial aid. The secretary was asked to advise the Dean of the Council's comments.

3. Graduate Assistantships and Student Progress. Only five minutes remained in which Dean Jacobson could respond to the GC's discussion of monitoring graduate students' progress, which occurred at the November 11 meeting when Jacobson was away. He said GC should have asked for more information about the data they received from the Graduate Office. Jacobson does not think a monitoring system set up in the Graduate Office is a good idea. He spoke with administrators from the University of Iowa who said neither time limits for completion of degrees, or minimum number of credits per quarter limits are placed on graduate students on assistantships at U of I. Limits are set on the length of time a student may hold an assistantship. Jacobson wondered if the Council might want to recommend something similar.

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4. The next Council meeting was set for Thursday, January 5, from 2-3 p.m. in 209 Beardshear Hall. The meeting was adjourned at 3:05 p.m.

Barbara S. Plakans
Barbara S. Plakans, Secretary

GRADUATE COUNCIL MINUTES

January 5, 1978

Present: Beitz, Carter, Dooley, Hall, Jacobson, Keller, Plakans, Russell and Winakor

Absent: Choobineh and Netusil

1. The meeting was called to order by Beitz. Since the Council members had not received the minutes of the December 15 meeting in advance, Beitz asked that they look over them and advise the secretary of any changes before the end of the hour.

2. Report on Graduate Cabinet. Beitz summarized the items discussed at the December Graduate Cabinet meeting. Among the topics were:

- In the future PACE Awards will be limited largely to incoming graduate students. As extended-year awards are established, second-year awards will be phased out. Also the current practice of requiring PACE Awardees not on graduate assistantships to carry a minimum of nine credit hours is being dropped.
- The breadth requirement of 18 hours outside the major field for Ph.D. candidates will be discussed at two open meetings (4 p.m. on February 8 and 9). Beitz wondered if the Graduate Council might want to offer some opinion on this issue.
- The Psychology Department is proposing a specialist's degree be offered at ISU in school psychology. (Dean Ulmer provided background on this issue later during the Council meeting.)
- An ad hoc committee of the Graduate Faculty has prepared a recommendation on an alternative format for theses and dissertations. This recommendation will be discussed at the Winter Quarter Graduate Faculty meeting.

3. Old Business.

a. Foreign student concern. Beitz asked the secretary to report on the outcome of the Council's suggestions to Dean Zaffarano about his statement on the cost of educating foreign students. The Dean has made a number of the revisions suggested by GC, and this statement will be printed in the January issue of GRAD News & Notes, as well as the newsletter of the Council of Graduate Schools in America.

b. Graduate assistantships and graduate student progress. Beitz asked the members to try to reach some conclusion on this issue. Keller moved that GC recommend no change in the present system of time limits and monitoring of student progress carried out at the departmental level. Carter seconded the motion. During the discussion, Jacobson brought up two difficult cases, one of a student whose support was cut off without a clear reason and another who is being allowed to prolong his stay with an abundance of support. Jacobson said he wished department heads would clearly spell out what they expect from students in the letter of intent. Keller suggested problems surrounding letters of intent should be taken up at a DOGES meeting with the department heads who write them. Winakor said she didn't see how the Council could formulate a recommendation that would cover the multitude of circumstances that arise concerning assistantships, and called the question. By a voice vote, Keller's motion passed with no one dissenting. In his annual report next spring, Beitz will indicate the Council did consider this issue, but did not believe a change in policy was needed.

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5. New Business. Beitz asked the members if they believed GC should consider the two issues to be discussed at the February open meeting of the Graduate Faculty: 1) the specialist's degree in school psychology and 2) the 18-hour breadth requirement for the Ph.D. degree. Dean Ulmer then presented some of the background on the specialist's degree, why it has been suggested, its existence at other universities and the possibility of specialist's degrees in other fields. Copies of the proposal for the specialist's degree prepared by Daniel Reschly of Psychology will be duplicated and distributed to GC members with these minutes. Beitz will ask Dr. Reschly to attend the next Council meeting and discuss the proposed specialist program.

Regarding the breadth requirement, Keller said he would need a good deal more information before he could reach a decision about it. He thought it might take too long for the Council to research this issue without considerable input from the Graduate Office. Winakor suggested that GC prepare a list of pros and cons on the requirement without trying to reach a general consensus. Beitz asked members to write down their thoughts, pro and con, on this issue and bring them to the next meeting, which will be Thursday, January 19. Half of this meeting will be devoted to discussing the specialist's degree and the other half, the breadth requirement.

The meeting was adjourned at 3:20 p.m.

Barbara S. Plakans
Barbara S. Plakans, Secretary

GRADUATE COUNCIL MINUTES

January 19, 1978

Present: Beitz, Choobineh, Dooley, Jacobson, Netusil, Plakans and Winakor

Excused: Carter, Keller and Russell

Absent: Hall

1. The meeting was called to order by Beitz. The minutes of the January 5 meeting were accepted as distributed.

2. Representative for GSB Academic Council. Beitz read a memorandum he received from John Waters. In it Waters asked that the Graduate Council, along with the councils of each of the other colleges, send a representative to a new group now being organized to consider various academic matters. Netusil pointed out that the colleges' councils were all student rather than faculty groups, and he wondered whether the request for a representative should have gone to the Graduate Student Senate rather than the GC. Beitz said he would check with Waters about this before proceeding further.

3. Specialist Degree in School Psychology. Dan Reschly (Psychology) was introduced. GC members had already received copies of his proposal for establishing a specialist degree in school psychology at ISU. Reschly commented that the program in school psychology has been operating for some time, but because ISU graduates can claim to hold only an M.S. in school psychology, their professional status is diminished. In collective bargaining this also puts them at a disadvantage financially. In order to continue to attract top-flight students to the school psychology program at Iowa State, the psychology department would like to be able to grant a specialist's degree in school psychology, now common at institutions throughout the country. Reschly did not think there would be a flood of requests from other departments to establish specialist's degrees in other disciplines. But he believes that if other requests arise, they should be considered individually and judged on their specific merits.

After Reschly left, Beitz asked for a straw vote by GC members on whether they favored acceptance of the specialist degree in school psychology. No one voted against it, although one expressed uncertainty about taking a position for or against it. Since a quorum of six Council members was not present, Beitz indicated he hoped a formal motion could be made and acted upon at the next meeting. He asked if the Council would be willing to take pro or con positions on both the specialist degree and the breadth requirement issues for the open meetings in February. Winakor and Dooley said they had discussed GC's role at length during meetings last year. They have strong reservations about serving as endorsers for Graduate Office proposals to the graduate faculty.

4. Breadth requirement. Time did not permit discussion of this issue. Beitz again asked GC members to come to the February 2 meeting prepared with a list of their views on this issue.

The meeting was adjourned at 3:15 p.m.


Barbara S. Plakans, Secretary

GRADUATE COUNCIL MINUTES

February 2, 1978

Present: Beitz, Carter, Choobineh, Dooley, Hall, Netusil, Plakans and Russell
Excused: Jacobson, Keller and Winakor

1. The meeting was called to order by Beitz. The minutes of the January 19 meeting were approved as distributed. Beitz asked the Council if it would be willing to take positions and make presentations on the two issues--the 18-hour breadth requirement and specialist degree in school psychology--at the open meetings for the Graduate Faculty on February 8 and 9. Netusil thought this would only be appropriate if GC members hold opinions in common.

2. The 18-hour Breadth Requirement. Beitz distributed copies of a paper quoting the current breadth requirement, setting forth his suggestions for modifying it and justifying these suggested changes. GC discussed the issue. A central problem seemed to be getting departments to agree on what should be considered as course work outside the major field. Beitz and Hall did not believe the 18-hour requirement presented any difficulty in either the biological sciences or engineering; their doctoral candidates would be taking 18 or more hours outside their major departments in most cases anyway. There was less certainty about the physical-or-social-sciences. Other concerns expressed during the discussion were:

- that removal of the breadth requirement might create narrower Ph.D. programs.
- a doctor of philosophy should have some exposure to disciplines other than one narrow specialty;
- some departments have major fields within them which are more diverse than fields in two separate departments and using credits from within the same department might indeed qualify as meeting the breadth requirement;
- what about interdepartmental majors--by their very nature, aren't they broad enough without the 18 hour requirement?

Netusil made a motion that GC recommend that the current breadth requirement (1978-80 Graduate Catalog) be retained. Hall amended this motion by changing the wording: "major field" would be changed to "major department," and "approximately 18 hours" would be changed to "at least 18 hours." The amended motion was seconded by Choobineh. Netusil recommended that Hall's amendment be split into two separate amendments and they should be voted upon separately.

The changing of "major field" to "major department" was defeated by a 3-4 vote. Changing "approximately" to "at least" passed, 5-1.

Choobineh then moved that the amendment have the additional phrase "... one half of the 18 hours should be from outside the student's major department." This motion was seconded and passed 5-1.

Hall preferred the first two sentences of Beitz' modified breadth requirement to the current requirement's negative language. Netusil moved that the first two sentences of Beitz' modification and the last sentence of the current requirement with Hall's amended words and Choobineh's amended phrase be endorsed by the Council. Dooley seconded this motion. It passed 5-1.

The final version of the breadth requirement as endorsed by a majority of the GC reads:

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"To provide breadth to a graduate student's training, a significant body of pertinent course work outside of the major field should be taken for credit. It is the responsibility of the student's program of study committee to ensure that the breadth of the course work on a program coincides with student's professional goals. The work outside the major field should amount to at least 18 hours of applicable graduate credit, as required by the student's committee; one-half of the 18 hours should be from outside the student's major department."

Netusil moved that Beitz express this recommendation at the Graduate Faculty open meetings and that it be published in the next issue of GRAD News & Notes. It was seconded and passed 5-1. Copies of the GC recommendation will also be made for distribution and discussion at these meetings.

3. Specialist Degree in School Psychology. The major points about this degree already discussed at two previous meetings were reviewed. Netusil moved that the GC give its endorsement to the concept of a specialist in school psychology degree. Hall seconded the motion, and it was unanimously passed, 6-0. Beitz will also report this recommendation at the open meetings.

4. Future Agenda Item. At the next GC meeting (Thursday, February 16) the concern about the composition of the program of study committee will be discussed. Copies of Netusil's position on this concern were distributed. Members asked to be informed of 1) the present qualifications required of Graduate Faculty members and 2) if there are any limits on the number of committees on which a Graduate Faculty member can serve concurrently.

Beitz asked everyone to put their thoughts about this concern on paper. The next meeting will be scheduled from 2:15-4 p.m. to allow everyone time to get from their classes and earlier meetings to Beardshear and to allow a longer period for discussion.

The meeting was adjourned at 3:37 p.m.



Barbara S. Plakans, Secretary

GRADUATE COUNCIL MINUTES

February 16, 1978

Present: Beitz, Carter, Choobineh, Dooley, Hall, Keller, Netusil, Plakans, Russell and Winakor

Excused: Jacobson

1. The meeting was called to order by Beitz. The minutes of the February 2 meeting were approved as distributed.

2. Report on the Open Meetings. Beitz reported that the Specialist in School Psychology degree did not prompt much discussion among the few dozen people in attendance at each of the meetings. It will probably be approved at the Graduate Faculty meeting on February 23. However, the Graduate Council recommendation on the breadth requirement did stir up some controversy. Because its Ph.D. candidates sometimes take only 35 course hours, the Chemistry Department claimed requiring nine hours outside the department is very inhibitive for three of their four major fields. A spokesman said this change would place the department at a disadvantage in attracting the highest quality students, since other outstanding chemistry programs elsewhere have no such requirement. During the second of the meetings, a member of the chemistry department presented Dean Zaffarano with a memorandum from the chairman requesting that a vote not be taken on the GC recommendation until individual departments have had a chance to meet and consider its implications for them.

Keller, who had been unable to attend the last GC meeting when the recommendation on breadth was passed, said, for the record, that he would have voted against it. He believes the breadth of Ph.D. training can best be determined by the individual departments and program of study committees. He does not think the control point should be in the Graduate Office, and favors dropping the breadth requirement.

3. Composition of the Program of Study Committee. Beitz read the description in the Graduate Catalog on Program of Study (POS) committees. During an hour's discussion, the following points were made:

- The majority of GC believed that having the Graduate Office assign one of the outside members to a Ph.D. POS committee was not a good idea.

- Russell said he preferred that the outside member be selected because the major professor saw a need to have him or her serve on that particular committee.

- Rather than assigning a policeman or guardian of university standards to every committee, Netusil thinks when instances of the "buddy system" arise, they should be handled on an individual basis with the particular department involved.

- Keller believes five-member POS committees are unnecessarily large, that only the major professor and two of the committee members are usually involved with the student's research and the rest of the group are just observers. He wonders if this is not taking up valuable faculty time with little benefit to the students.

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● Choobineh thinks the major responsibility for selecting appropriate committee members should rest with the student in consultation with the major professor. He suggested that a committee might start out with three members and add others as the student's research develops and sometimes changes.

● Keller thinks the guidelines for exerting control over major professors and POS committees are already spelled out in the Graduate Faculty Handbook if departments want to use them.

● Dooley would like to see the entire POS committee meet with the student at least once a year, which Beitz did not think would be workable in many cases.

● Hall favored having one POS committee member from outside the university whenever possible.

● Concerning Graduate Faculty membership, Keller wondered if present members should be reviewed by the department or area of specialization to determine if they still meet the membership qualifications.

Beitz said before the next GC meeting he would draw up a recommendation for the Council's consideration based on today's discussion. He then asked for several straw votes: On the issue of whether one of the outside members of the Ph.D. POS committee should be appointed by the Graduate Office, the vote was 7 opposed and one abstaining. No one thought the minimum of three members on a master's POS committee needed to be changed. The vote on the minimum number of Ph.D. POS committee members was split: two voted for a minimum of three, three voted for four (three full GF members and 1 associate), two voted for five (three full and two associate) and one abstained. Netusil said he would be willing to go along with the minimum of three if it were stressed that a larger committee was desirable and that if the committee only had three members, they should be chosen very carefully.

Time sheets were distributed and members were asked to return these to the secretary as soon as they know their schedules for Spring Quarter. The next meeting will probably be during the week of March 13.

The meeting was adjourned at 3:40 p.m.

Barbara S. Plakans
Barbara S. Plakans, Secretary

GRADUATE COUNCIL MINUTES

March 15, 1978

Present: Beitz, Carter, Choobineh, Dooley, Hall, Jacobson, Keller, Netusil, Plakans and Winakor

Absent: Russell

1. The meeting was called to order by Beitz. The minutes of the February 16 meeting were approved as distributed.

2. Meeting time during Spring Quarter. The following dates were agreed upon: April 3, April 17, May 1 and May 15. These are all Monday afternoon between 2-3 p.m. in Room 209, Beardshear.

3. Wrap up of issues from Graduate Faculty meeting. Beitz reported that aspects of the breadth requirement issue, discussed at the Graduate Faculty meeting on February 24, may again come before the GC. A great deal of time at that meeting was devoted to discussion of cross-listed courses. Both the statistics and computer science departments have complained that the Graduate College Program Review Committee for the physical sciences has been refusing to accept cross-listed courses on their students' Programs of Study as fulfilling the breadth requirement. These departments claim their cross-listed courses assure breadth for their majors. There is some question about what the Graduate Office wants to do about this issue. At the Graduate Faculty meeting Dean Zaffarano mentioned all of the following: having another series of discussion meetings for Graduate Faculty members; having either or both the Graduate Curriculum and Catalog Committee and/or the Graduate Council examine this issue; and sending out a mail ballot to all Graduate Faculty members. Netusil reported that Dean Ulmer has already approached the Curriculum and Catalog Committee about examining all courses cross-listed in the Graduate College Catalog. Jacobson said the Graduate College deans were meeting soon to decide what action to take. Beitz will check on Dean Zaffarano's intentions with the "cross-listed course" problem.

Beitz reported that the Graduate Council recommendation on the breadth requirement (i.e., requiring that nine of the 18 hours outside the major also be outside the department) had not been discussed at the faculty meeting. A vote was taken on whether to retain the present breadth requirement and that had passed by a vote of 48 to 40. Dean Zaffarano did mention the GC recommendation at the above mentioned faculty meeting, but he said some departments had asked for time to consider this change. Because the Graduate Faculty had not had an opportunity to discuss the GC recommendation, a vote could not be taken. Several GC members thought that some clarification of procedures for GC recommendations is needed. The apparent mechanisms are: 1) recommendations could go through the Graduate Office and be assured a place on the agenda for Graduate Faculty meetings; 2) GC members can bring GC recommendations up from the floor at these meetings; and 3) recommendations can be used by the Graduate Dean at his discretion.

Beitz read the following passage from the Graduate Council Statement of Purpose: "The Council considers both new policy matters and the continuing revision of existing Graduate College policies. As a representative body, it provides a cross-section of faculty and student

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March 15, 1978

opinion during the early stages of policy formulation, allowing a fuller discussion of issue than is possible at meetings of the entire Graduate Faculty. Policy recommendations produced by discussions between the Council and the Graduate College staff are submitted to the Graduate Faculty for approval." He asked how many GC members thought the Council's recommendation on the breadth requirement should be brought up at the next Graduate Faculty meeting. The vote was six in favor and one opposed. Beitz will also take this matter up with Dean Zaffarano.

4. Graduate Council election procedures. The election of three new faculty members for next year's Council will need to occur in April. Beitz asked for two Council members to serve with the secretary on a subcommittee to examine the Council election procedures. Carter and Netusil agreed to serve. The subcommittee will report back to the Council at the April 3 meeting.

The meeting was adjourned at 6:05 p.m.

Barbara S. Plakans
Barbara S. Plakans, Secretary

revised

GRADUATE COUNCIL MINUTES

April 3, 1978

Present: Beitz, Choobineh, Dooley, Hall, Keller, Plakans and Russell
Excused: Jacobson, Netusil and Winakor Absent: Carter

1. The meeting was called to order by Beitz. The minutes of the March 15 meeting were approved as distributed.

2. Status of cross-listed courses issue. Beitz reported that the Graduate College Catalog and Curriculum Committee is examining all cross-listed graduate courses now being offered, and the Graduate Council will not be involved with this issue until the Curriculum Committee makes a recommendation.

3. Graduate Council Election. Plakans distributed copies of the revised nomination request form for this spring's GC election, which follows the recommendation of the subcommittee which examined this issue (Netusil, Carter and Plakans). The subcommittee attempted to bring the election procedure closer to the intent of the Council's Statement of Purpose by adding an additional step. Instead of declaring the nominee who gets the most votes on the first ballot the winner, the three nominees with the most votes will be placed on a final ballot. Plakans said the subcommittee had discussed the fact that certain departments and colleges have been represented a number of time on the Council, while others haven't. However, the subcommittee decided no action was needed on this at present. A form for nominating faculty members for Graduate College committees (membership, program review and PACE awards) will also be sent out with the Council's nomination request.

4. Program of Study Committee composition. Beitz distributed a draft of a position paper on the composition of the POS committee. It included recommendations about both the presence of an outside committee member appointed by the Graduate College and the reduction in size of Ph.D. committees from five to three members. Discussion centered on how this change might affect the administering of the oral prelim exam and how many of the members should be full Graduate Faculty members. Jacobson raised the question of how this would apply to co-majors and joint majors. The concensus seemed to be that an exception would need to be made in those cases and a larger committee (four or five members) might be needed.

Beitz suggested that GC examine each paragraph of the position paper he drafted, revise and vote on each of these separately. Time did not allow this process to begin. Beitz asked Council members to examine the position paper and be prepared to make changes at the next GC meeting on April 17.

5. Graduate Faculty Handbook subcommittee. Dooley and Hall volunteered to work with members of the Graduate College staff (Plakans and one of the associate deans) on reviewing and revising the Graduate Faculty Handbook.

The meeting was adjourned at 3:05 p.m.



Barbara S. Plakans, Secretary

GRADUATE COUNCIL MINUTES

April 17, 1978

Present: Beitz, Carter, Choobineh, Dooley, Hall, Jacobson, Keller, Plakans, Russell and Winakor

Absent: Netusil

1. The meeting was called to order by Beitz. The minutes of the April 3 meeting were approved with one revision: Carter noted that the phrase "(unless one nominee gets more than 50% of the votes on the first ballot)" was not correct and should be deleted from the section which outlined the procedure for the Graduate Council election.

Plakans reported that nominations for the Graduate Council election should be in by April 25. She also said requests had been made in the April issue of GRAD News & Notes and at the recent DOGEs meeting for changes that need to be made in the Graduate Faculty Handbook. A memo requesting changes has also been sent to a number of administrators and Graduate College committees. The subcommittee of GC appointed at the last meeting (whose members are Dooley, Hall, Jacobson and Plakans) will be starting their review of the Handbook next week. Other GC members were urged to suggest changes to the subcommittee.

2. Composition of Program of Study committees. Beitz had examined a number of college catalogs and described the variety of doctoral committee arrangements used by well-known and neighboring universities. The number of committee members ranged from three to five, and some universities separated the committee advising the student's research from that which read and approved the dissertation. Some have an outside committee member, sometimes appointed by the graduate dean.

A discussion followed, based on this new information and the position paper distributed at the last meeting. Keller commented that there seemed to be many ways to achieve the same goal and quite possibly most of them worked. It was suggested that co- and joint major committees should have at least four committee members, two from each department. There was some disagreement over whether an additional member from outside both departments was needed. Some GC members thought that by their nature co- and joint majors were already broad enough. GC still seemed undecided about whether to recommend that the minimum number of members for Ph.D. committees (other than co- and joint majors) be dropped from five to three. Winakor offered to make a motion reducing the mandatory size from five to four. Others seemed reluctant to act on such a motion unless the details about outside member(s), number of full and associate Graduate Faculty members, etc. were also spelled out in it. Dooley suggested consulting the graduate deans on what problems they might foresee with either three- or four-member committees.

Beitz asked GC members to come to the next meeting, May 1, prepared to reach a decision on this issue. He also asked for suggestions about the entries concerning the Graduate Council on pages 2 and 5 of the Graduate Faculty Handbook. He thinks the flow chart (p. 5) does not accurately reflect the present situation.

The meeting was adjourned at 3:15 p.m.

Barbara S. Plakans

Barbara S. Plakans, Secretary

GRADUATE COUNCIL MINUTES

May 1, 1978

Present: Beitz, Carter, Choobineh, Dooley, Hall, Jacobson, Netusil, Plakans and Winakor

Excused: Keller and Russell

1. The meeting was called to order by Beitz and the minutes of the April 17 meeting were approved as distributed. The secretary gave a progress report on the election for next year's Council. The Graduate Student Senate has already appointed three student members: Eldon Case (Materials Science & Engineering), Steve Barnhart (Agronomy) and Bill Gaeddert (Psychology). The first round of voting on faculty members will take place this week, with five nominees on the biological sciences division ballot, four on physical sciences/engineering, and three on social sciences/education. There will need to be run-offs among the top three vote-getters in both the biological and physical sciences divisions. This process should be completed by May 19. Beitz asked the Council to reserve Monday, May 22 at 2 p.m. for the final joint meeting of old and new GC members.

2. Composition of Program of Study Committees.

a. Outside member. Beitz reread his draft of a recommendation on the selection of the Program of Study committee member from outside the major department. In it he reaffirmed the present policy in which the student and major professor select the outside member. (A copy of the recommendation is attached to these minutes.) Winakor moved and Netusil seconded a motion to accept this recommendation. Choobineh suggested that each paragraph be voted upon separately. After some discussion, the question was called and Winakor's motion was approved unanimously.

b. Ph.D. committee size. Next GC considered Beitz' draft on reducing the minimum size of a Ph.D. Program of Study committee from five to three. (This recommendation, in its final form, is also appended to these minutes.) Choobineh made a motion, which Hall seconded, that Ph.D. committees remain at their present minimum size of five members. After discussion, this motion was defeated by a vote of two in favor, four opposed. Netusil moved and Carter seconded a motion to accept Beitz' draft. This motion passed by a vote of three in favor, two opposed and one abstaining. Beitz will inform Dean Zaffarano of the Council's action on both of these recommendations.

3. Time did not permit a review of nominations for Graduate College standing committees. The Council will meet May 15 to discuss this. The meeting was adjourned at 3:10 p.m.


Barbara S. Plakans, Secretary

TO: Daniel J. Zaffarano, Dean of the Graduate College, 201 Beardshear
FROM: Donald C. Beitz, Chr., Graduate Council
SUBJECT: Recommendation regarding Composition of Program of Study Committees

The Graduate Council, at its May 1 meeting, approved the following recommendations:

- A. Outside member of Program of Study Committee. The Graduate Council endorses the method of appointment of the Program of Study committee outlined in the Graduate Catalog, Graduate Faculty Handbook and Graduate Student Handbook. The student and major professor should select a group of graduate faculty members to serve as Program of Study committee members. The department executive officer then will recommend this committee to the Graduate Dean.

The Graduate Council does not approve the proposal whereby the Graduate Dean or a designated committee of the Graduate College would appoint the Program of Study committee member from outside the major department. There are two major reasons for this position: (1) the student and major professor, and usually the department executive officer, are in a better position to judge which graduate faculty member from outside the department is best able to assist with the direction of the student's program; and (2) the assignment of a "policeman or guardian" of standards or guidelines from the Graduate College office sounds unattractive and is unnecessary for the majority of graduate student programs.

- B. Size of Ph.D. committee. As an option to selecting five Program of Study committee members when the doctoral committee is initially selected and approved, a committee of three (~~and full members of the Graduate Faculty~~) may be appointed, one of whom is from outside the major department. As the student's research progresses, additional members may be added to the Program of Study committee.

*Considering
multinomial*

The number of committee members on a co-major or joint major should consist of at least four, two graduate faculty members from each department, three of whom are full graduate faculty members.

If a POS committee consists of less than five members, three members must cast supporting votes for the student to pass the preliminary and final examinations.

*At least three members
must be full members of
the Graduate Faculty,
one of whom...*

GRADUATE COUNCIL MINUTES

May 15, 1978

Present: Beitz, Choobineh, Dooley, Hall, Jacobson, Keller, Netusil, Plakans, Russell and Winakor

Absent: Carter

1. The meeting was called to order by Beitz. The minutes of the May 1 meeting were approved as distributed.

2. Recommendation on Composition of Program of Study Committees. The recommendation which had been approved by the Graduate Council at its last meeting was reviewed for editorial changes. The last paragraph, concerning how many committee members must cast supporting votes in order for the student to pass the final examination, was deleted. The Council felt this infringed on the Graduate Dean's prerogative of deciding whether to pass or fail the student when there are split votes. Another sentence was changed to indicate three was the minimum size for a committee. The recommendation in its final edited form is attached to these minutes. Beitz will see that it is presented to Dean Zaffarano.

3. Graduate Council Election. The secretary reported that James Prescott, Professor of Economics, has been elected as the representative for the Social Sciences, Education and Humanities division. Run-offs are now underway among the three nominees receiving the most votes for the Biological and the Physical Sciences divisions. The winners will be known in time for the final GC meeting on May 22.

4. Graduate College Committee replacements. The secretary distributed 1) a list of nominees submitted by department executive officers and other Graduate Faculty members and 2) a list of the current committee members, noting those whose terms are expiring this year. The Council discussed various names in relation to providing balanced representation of departments on committees. It also discussed research qualifications of those nominated for the Graduate Faculty Membership Committee. A list containing several suggestions for each opening was compiled. Beitz will present it to Dean Zaffarano.

5. Agenda and time for final meeting. Old and new Council members will be asked to attend the final Council meeting for the year on Monday, May 22. Agenda items will be the approval of the Council's Annual Report and the election of a new chair.

The meeting was adjourned at 3:20 p.m.


Barbara S. Plakans, Secretary

r e v i s e d

May 16, 1978

TO: Daniel J. Zaffarano, Dean of the Graduate College, 201 Beardshear

FROM: Donald C. Beitz, Chr., Graduate Council

SUBJECT: Recommendation regarding Composition of Program of Study Committees

The Graduate Council, at its May 1 meeting, approved the following recommendations:

- A. Outside member of Program of Study Committee. The Graduate Council endorses the method of appointment of the Program of Study committee outlined in the Graduate College Catalog, Graduate Faculty Handbook and Graduate Student Handbook. The student and major professor should select a group of graduate faculty members to serve as Program of Study committee members. The departmental executive officer then will recommend this committee to the Graduate Dean.

The Graduate Council does not approve the proposal whereby the Graduate Dean or a designated committee of the Graduate College would appoint the Program of Study committee member from outside the major department. There are two major reasons for this position: (1) the student and major professor, and usually the departmental executive officer, are in a better position to judge which graduate faculty member from outside the department is best able to assist with the direction of the student's program; and (2) the assignment of a "policeman or guardian" of standards or guidelines from the Graduate College office is unnecessary.

- B. Size of Ph.D. committee. As an alternative to selecting five Program of Study committee members when the doctoral committee is initially selected and approved, a committee consisting of a minimum of three members may be appointed. At least one member must be from outside the major department, and at least three members must be full members of the Graduate Faculty. As the student's research progresses, additional members may be added to the Program of Study committee.

The number of committee members on a co-major or joint major should consist of at least four, two graduate faculty members from each department, three of whom are full graduate faculty members.

GRADUATE COUNCIL MINUTES

May 22, 1978

Present: Barnhart, Beitz, Case, Choobineh, Dooley, Hall, Jacobson, Netusil, Plakans, Prescott, Russell, Ulrichson and Winakor

Absent: Carter

1. The meeting was called to order by Beitz. The minutes of the May 15 meeting were approved as written. All of the newly elected members of the 1978-79 Graduate Council were present, except Richard Pohl and Bill Gaeddert. Beitz asked both new and old Council members to introduce themselves.

2. Graduate Council Annual Report. Beitz had prepared a draft of the Council's Annual Report for 1977-78, which he distributed to the members for suggestions. GC went over the draft, line by line. Netusil moved and Keller seconded a motion to approve the Annual Report with revisions. The motion passed with no dissenting votes. Beitz will present the Annual Report at the Spring Graduate Faculty meeting. It will also be published in the June issue of GRAD News & Notes.

3. Election of new Graduate Council Chair. As in previous years, this year's Council selected one of the three returning faculty members to serve as next year's Chair. By means of a written ballot, Jerry Hall was selected. On behalf of the Council, Netusil expressed appreciation to Beitz for his leadership this year.

4. Next year's Council. Beitz had just spoken with Dean Zaffarano concerning Council recommendations. Next year's Council will probably be given the assignment of reviewing the report of Graduate College Self-Evaluation Committee, chaired by John Timmons. This report, which has been prepared over the past four years, evaluates and makes recommendations about ISU's Graduate College. The first meeting of the new Council will take place at the beginning of Fall Quarter. Usually at that meeting Dean Zaffarano presents issues for the GC's consideration.

The meeting was adjourned at 3:15 p.m.

Barbara S. Plakans
Barbara S. Plakans, Secretary

GRADUATE COUNCIL

1977-78 ANNUAL REPORT

During 1977-78, the Graduate Council performed its several annual duties, completed unfinished business from the 1976-77 Council, and discussed items of business presented to the Council by Dean Zaffarano. Associate Dean Jacobson was appointed to Graduate Council as an ex officio member by Dean Zaffarano. Barbara Plakans of the Graduate College office served as secretary for the Council.

1. ANNUAL DUTIES OF THE COUNCIL

- a) Graduate Faculty Handbook. The Graduate Council of 1976-77 prepared the Graduate Faculty Handbook for the Graduate College. The Handbook was distributed in September 1977. A committee of the Council (Dooley; Hall, Chr.; Jacobson and Plakans) have made editorial corrections and clarifications and incorporated new Graduate College policies for a new printing for September 1978.
- b) Ad hoc Graduate College Judiciary Committee. During 1977-78, it was not necessary to form an ad hoc committee for deliberations on a case.
- c) Nominations to several Graduate College committees. Recommendations for members of the Graduate College Membership Committee, Student Program Review Committees of each of the three divisions of the Graduate Faculty, and PACE Awards Committee were solicited from the Graduate Faculty. The Graduate Council then nominated Graduate Faculty members to these Graduate College committees. Nominations have been given to the Graduate Dean to assist him in making the official appointments to the committees.

2. DISCUSSION OF UNFINISHED BUSINESS OF THE 1976-77 COUNCIL

- a) Review of Graduate Programs at ISU. The 1976-77 Council considered the feasibility of a review of all graduate programs with graduate departments at ISU. Some information was collected, but no final recommendation was made to the Graduate Dean. The Graduate Dean asked, however, that the current Council not consider further the issue of a Graduate Program Review.
- b) Strengthening of Program of Study Committees. The Council discussed several issues related to this topic; they are reported in section 3. e) of this report.

3. ISSUES PRESENTED BY DEAN ZAFFARANO AND BY COUNCIL MEMBERS FOR DISCUSSION

- a) Foreign Graduate Student Enrollment. Dean Zaffarano asked the Council for input toward his writing of a position paper on foreign graduate student enrollment to be published in the newsletter of the Council of Graduate Schools. (It was also printed on page one of GRAD News & Notes #58, January 1978.) Based on experience from discussion by the 1976-77 Graduate Council, this year's Council offered criticism on the content of the article.
- b) Graduate Course and Teacher Evaluation. The Graduate Student Senate has investigated and recommended the adoption of a computerized program that originated at Purdue University (Purdue Cafeteria System) for evaluating courses at ISU. The Council voted to go on record in favor of a university-wide course and teacher evaluation for ISU. The All-University Community Council has been considering the Purdue Cafeteria System and other systems for a university-wide course and teacher evaluation program.
- c) Monitoring of Time Limit and Graduate Student Progress. Current policy is that the Graduate College has established time limits for obtaining the master's and Ph.D. degrees. Monitoring of a student's progress toward an advanced degree is the responsibility of the major professor, Program of Study committee and departmental executive officer. The Council discussed several alternatives to current practices and reached the conclusions that there is no need to change the present system of time limits for advanced degrees or the monitoring of graduate student progress.
- d) Position Papers at Open Meetings of the Graduate Faculty. Dean Zaffarano had announced that two open meetings of the Graduate Faculty would be held to discuss (1) the proposed Specialist Degree in School Psychology and (2) the current requirement of 18 hours of graduate course credit outside the major subject. The Council agreed to present position papers on both subjects at these meetings.
 - i) Specialist Degree in School Psychology. Associate Dean Ulmer and Dan Reschly (Psychology) described the proposed Specialist Degree in School Psychology at ISU to the Council. The Council voted to endorse the concept of the Specialist Degree in School Psychology and to present this endorsement at the open meetings of the Graduate Faculty. This degree was approved by the Graduate Faculty at its February 24 meeting.
 - ii) Breadth Requirement. After considerable debate on the current breadth requirement for the Ph.D. degree, the following recommendation was made by the Council: (The recommendation would replace material on page 39, paragraph 3, lines 5-9 in the 1977 Graduate Faculty Handbook and on page 8, column 2, paragraph 3 in the 1978/79 Graduate College Catalog.) To provide breadth to a graduate student's training, a significant body of pertinent course work outside of the major field should be taken for credit. It is the responsibility of the student's Program of Study committee to ensure that the breadth of the

course work on a program coincide with the student's goals. The work outside the major field should amount to at least 18 hours of applicable graduate credit, as required by the student's committee; one-half of the 18 hours should be from outside the student's major department. (Underlined material is new policy recommendation.) This proposal has been presented to the Graduate Dean and the Graduate Faculty, but no formal vote has been taken.

e) Composition of the Program of Study Committee. The primary issue for discussion was the concept that the Graduate Dean or an appointed committee of the Graduate College appoint the outside-of-the-department member of the Program of Study committee for the Ph.D. degree student. The Council approved the following recommendation: The Graduate Council endorses the method of appointment of the Program of Study committee outlined in the Graduate College Catalog, Graduate Faculty Handbook and Graduate Student Handbook. The student and major professor should select a group of graduate faculty members to serve as Program of Study committee members. The departmental executive officer then will recommend this committee to the Graduate Dean. The Graduate Council does not approve the proposal whereby the Graduate Dean or a designated committee of the Graduate College would appoint the Program of Study committee member from outside the major department. There are two major reasons for this position: (1) the student and major professor, and usually the departmental executive officer, are in a better position to judge which graduate faculty member from outside the department is best able to assist with the direction of the student's program; and (2) the assignment of a policeman or guardian of standards or guidelines from the Graduate College office is unnecessary.

During discussion of the method of appointment of the outside-of-the-department committee member, the Council initiated discussions of the most desirable number of Program of Study committee members. After much debate and evaluation of procedures at other major and neighboring institutions, the Council developed the following recommendation: As an alternative to selecting five Program of Study committee members when the doctoral committee is initially selected and approved, a committee consisting of a minimum of three members may be appointed. At least one member must be from outside the major department, and at least three members must be full members of the Graduate Faculty. As the student's research progresses, additional members may be added to the Program of Study committee. The number of committee members on a co-major or joint major program should consist of at least four, two graduate faculty members from each department, three of whom are full graduate faculty members. The recommendation has been presented to the Graduate Dean.

4. THE 1978-79 GRADUATE COUNCIL will consist of the following members: Faculty members are Jerry L. Hall, Chr. (Mechanical Engineering); Anton J. Netusil (Professional Studies); Richard W. Pohl (Botany & Plant Pathology); James R. Prescott (Economics); Wilbert A. Russell (Agronomy); and Dean Ulrichson (Chemical Engineering). Graduate student members are Steve Barnhart (Agronomy), Eldon Case (Materials Science & Engineering) and William Gaeddert (Psychology).

Submitted by 1977-78 Graduate Council:

- *Donald Beitz, Chr.
- *Keith Carter
- *Fred Choobineh
- *Michael Dooley (Winter/Spring)
- Jerry Hall

- *Roy Keller
- Anton Netusil
- Wilbert Russell
- *Cindy Walters (Fall)
- *Geitel Winakor

*Members whose terms expired May 31, 1978

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GRADUATE COUNCIL

1977-78

Graduate Faculty

Donald C. Beitz, Chr.	Animal Science/Biochem. & Biophys. 313 Kildee	4-2063
Jerry L. Hall	Mechanical Engineering 217 Mech. Engr.	4-1937
Roy F. Keller	Computer Science 229 Comp. Sci.	4-2165
Anton J. Netusil	Professional Studies 219 Curtiss	4-6216
^{Albert} W. A. Russell	Agronomy 106 Agronomy	4-3052
Geitel Winakor	Textiles & Clothing 160 LeBaron	4-1930 or 4-2628

Graduate Students

Keith Carter	Sociology 403A East	4-8032
Fred Choobineh	Industrial Engineering 301 Marston	4-3879
Cindy Walters	Horticulture 105 Horticulture	4-2751 or 232-5882

Secretary

Barbara Plakans	Graduate Office-PREPS 204 Beardshear	4-4566 or 233-3666
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Graduate Office

201 Beardshear	4-4531
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