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University of Northern Iowa Graduate Council Minutes, December 12, 2019

Graduate Council, University of Northern Iowa.

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Graduate Council Minutes
December 12, 2019
3:30 P.M. Lang 115

Present: Heather Jeronimo, Ann Bradfield, Gabriela Olivares, Sydney Cindrich, Amy Igou, Gayle Pohl, Nicholas Schwab, Bill Wood, Jennifer Waldron, Barb Weeg for Leila-Rod Welch.

The meeting was called to order at 3:30 p.m.

1. Welcome
 - a. Gayle Pohl made a motion to approve the November minutes. Amy Igou moved the motion. Nicholas Schwab seconded the motion. The minutes pass unanimously.
2. Graduate College Reports/Announcements:
 - a. Gabriela Olivares, Associate Dean, gave an update about when the interviews were for the Graduate Admission Coordinator position and extended an invitation to have coffee and donuts/muffins with the position candidates.
3. New Business:
 - a. Academic Catalog
 - i. Graduate Admissions
 1. Associate Dean, Gabriela Olivares discussed the graduate admissions process. Right now, students are being admitted provisionally or conditionally. This creates problems with financial aid. International students are being affected because of the language of the catalog.
 2. The committee would like to call regular admission:
 - a. With provision
 - b. Without provision (proposal so we will no longer have status)
 - i. System and form will remain the same. Indicators will be kept, but the fully admitted category will allow students to access financial aid and international students to sponsor.
 - ii. Essentially, it is a word issue.
 3. Bill Wood moved the motion to approve. Amy Igou seconded the motion. The motion passed unanimously.
 - ii. English Language Requirement
 1. TOEFL
 - a. TOEFL came up with a new way to showcase score called a super score. A super score composites the best score from each section every time the student takes the test.
 - b. The reason to accept super scores is because there have been situations where an international student submitted the super score and they were denied.
 - c. The super score system has been used at Florida State, University of Wisconsin, and Yale of Arts and Sciences.
 2. ACT is using super scores as well for admissions for undergraduate students. It's a way to help students and show reliable scores.
 - a. Students will need to take the test more than once to have a super score
 - b. Students will still be accepted if they have a one time score that meets the requirements or a super score.

- c. Scores are valid for a 2 year framework within the application.
 - d. There is a cap how many times they can take the test so there won't be several scores.
 - 3. Heather Jeronimo makes a motion to accept a super score as an option for acceptance of scores. Amy Igou seconded the motion to accept. The motion passes.
 - 4. Part Two of English Requirement:
 - a. The language is confusing for the English requirement and says that the requirement for English is 3 semesters to graduate.
 - b. We would like to leave the 3 semesters for undergraduate. Now for graduate, all these students with provisional need to join CIP or retake the test. Those who have provisional scores enroll in CIP at least level 6 or 7 and meet the language requirement within a year.
 - c. Would like to give fair treatment and allow students to level 6 or 7 with at least a B, are allowed to enroll in 1 graduate course a semester and not 2. If the requirement is not met, the condition is void.
 - d. Will require department request and graduate college approval.
 - 5. Amy Igou makes a motion to accept the motion. Bill Wood seconded motion. Motion is passed.
- b. Inclusive Excellence Initiatives.
 - i. Dean Jennifer Waldron discussed the Inclusive Excellence Initiatives.
 - 1. Graduate Students.
 - a. Susie Schwieger, Director of Graduate Student Life will be putting on a professional development workshop on preparing for a multicultural workplace. Looking to bring in people from off campus (Western Communities).
 - b. Center for Excellence of Teaching and Learning—Make sure we have graduate student representatives.
 - c. Ensuring that our handbook section on diversity and inclusion is bigger.
 - 2. Graduate Faculty
 - a. Hoping graduate leadership can meet with senate leadership to have conversations about policy and curriculum to make sure we are lining up with what they are doing for undergraduate work. Darcie Davis-Gage has talked about having the spring faculty meeting over diversity and inclusion.
 - 3. Graduate Staff/Office
 - a. The whole graduate office is attending an implicit bias session to make sure the office brochures contain information from LGBTQ, military, etc. Dean Waldron would like to devote a graduate council meeting to that.
- c. GA Allocation Process
 - i. Dean Waldron is close to sending out an email to graduate coordinator and department heads to discuss how the GA and graduate college tuition and scholarship process is going to unfold for the academic year. She met with a committee earlier in the morning to finalize the pieces:

1. January 31, 2020- Dean Waldron is calling quick form
 2. Fall 2020- Justification of positions
 3. Spring 2021-Feedback implemented Fall 2023 (2 year cycle)
- ii. The idea for the allocation process is to make it more transparent so it is known what priorities of assistantships are and implement a mechanism for evaluation of assistantship experience.
 - iii. The allocation committee is going to implement something for this next allocation cycle for 2020-20201 academic year.
 1. The committee has discussed coming up with a quick form which will be asking each of the on-campus department programs to answer some questions prior to allocation (e.g., program capacity, anticipated new students, current students).
 - iv. There will be minor shifts in allocation, but nothing major happening in the next allocation cycle. Will need to collect more information. The GA allocation committee will continue to meet in the Spring to discuss the following:
 1. Audit/justification of every GA on campus. Position descriptions will be required.
 2. The committee will also delve further into priorities and what needs to be looked at first.
 - v. Dean Waldron will be working with academic deans within their academic colleges on how they are making their decisions based on their programs.

The meeting was adjourned at 4:27 p.m.