

# Graduate Council Restructuring Proposal

## Rationale

The Graduate Council structure precedes the Faculty Senate and the current structure of academic colleges. This proposal moves the Graduate Council from being an isolated body into the structure of the Faculty Senate in order to integrate the work of the Graduate Council within the standard structure for academic decision-making that is part of the shared governance process between the Faculty Senate and university administration. This proposal will make the Graduate Council a standing committee under the Faculty Senate Academic Affairs Council.

There have been consistent complaints and concerns across campus that the Graduate Council operates in isolation and that only the 15 members of the Council are engaged in decision-making that impacts all graduate faculty and graduate and professional students and postdoctoral associates. This is a complaint we have heard from graduate faculty, from academic departments, from academic colleges, and from the university administration. The primary source of this complaint is that the structure of the Graduate Council has no direct lines of communication to constituents or to other decision makers to seek input or share ongoing concerns and issues before the Council. The concerns related to this structural limitation have increased significantly over the last several years, with no way to address it under the current structure.

Placing the Graduate Council within the Faculty Senate structure will increase the transparency of Graduate Council issues and proposed policy changes. As these changes work their way through the Faculty Senate processes, every department and college will have the opportunity to discuss proposed changes and bring the voice of all ISU faculty to the table before the senate votes on any graduate policy. This structural change will also elevate the work of the Graduate Council and the issues related to graduate and professional students by placing these issues on the agenda of the provost, Dean's Cabinet, Chair's Council, etc. by making them part of the normal academic conversations related to Faculty Senate business. By changing the representation structure to the academic colleges, all faculty and colleges will have a direct representation process (and thus reporting and feedback loop) to the elected representatives of the Graduate Council. Elevating the work of the Graduate Council will also elevate the importance of graduate and professional students and their critical contributions to ISU.

After the Graduate Council approved the concept of this proposal, it was shared with all graduate faculty members during the Fall 2023 semester. The proposal was discussed with multiple constituent groups and two campus-wide town hall meetings were held to discuss the proposal. The Fall 2023 semester concluded with a vote of all graduate faculty members who are also general faculty members. The vote was overwhelmingly supportive of integrating the Graduate Council within the structure of the Faculty Senate.

Since post-doctoral associates are employees, not students, this proposal also removes responsibility for post-doctoral employment policies from the Graduate Council. Our recommendation is to move these responsibilities into the Office of the Vice President for Research.

To avoid confusion within the Senate structure (of having a "council" within a "council") this recommendation proposes changing the name of the Graduate Council to the Graduate Faculty Cabinet.

## **Proposed Structure of Graduate Council as part of the Faculty Senate Academic Affairs Council that was supported by the vote of the Graduate**

**Faculty** [The proposed new name of the graduate council and removal of postdoc responsibilities was made after the vote based on feedback during the voting process]

### **Charge**

The Graduate ~~Council~~ **Faculty Cabinet** represents the university's graduate faculty; serves in an advisory capacity to the Graduate College dean; approves graduate courses, curricula, and programs; and acts on academic policies that affect graduate and professional programs ~~and postdoctoral associates~~ throughout the university. Curricular issues and policy changes approved by the ~~Council~~ **Cabinet** will be forwarded to the appropriate Faculty Senate committee or council as part of the normal academic shared governance approval process. The Graduate ~~Council~~ **Faculty Cabinet** reviews requests related to graduate faculty membership and makes recommendations to the Graduate College dean regarding those requests.

### **Membership**

#### **Voting**

The voting members of the Graduate ~~Council~~ **Faculty Cabinet** are a representative elected body of the Graduate Faculty. All Graduate Faculty who are members of the General Faculty are eligible to serve except those serving as a department chair or those whose title contains the term president, provost, dean, or director. Each academic college will be allocated at least one member. Additional members will be allocated to an academic college based on the number of Graduate Faculty eligible to serve. An additional member will be allocated to an academic college for each 200 Graduate Faculty members. The number of Graduate ~~Council~~ **Faculty Cabinet** members will be calculated each year ending in zero or five.

#### **Non-Voting**

Non-voting, ex officio members include the Graduate College dean, ~~and one graduate student selected by the Graduate and Professional Student, and one postdoctoral associate selected by the Graduate College dean or their designee.~~ The Graduate College dean may arrange for Graduate College personnel to assist with the business and logistics of the Graduate ~~Council~~ **Faculty Cabinet**.

#### **Leadership**

The Graduate College dean will appoint, from the elected voting members, a Chair and Vice-Chair each academic year. The Chair will represent the Graduate ~~Council~~ **Faculty Cabinet** as a voting member of the Faculty Senate Academic Affairs Council.

### **Term of Office**

The voting members of the Graduate ~~Council~~ **Faculty Cabinet** will be elected for a three-year term. Members may be elected for a maximum of two consecutive terms. Approximately one-third of the voting members will be elected each spring for terms starting at the beginning of the next academic year. Non-voting members are based on their position or are selected by other representative bodies to serve and may serve continuously or until replaced the representative body who appointed them.

## Committees

### Graduate Curriculum and Catalog Committee

The Graduate Curriculum and Catalog Committee will review and make recommendations to the Graduate ~~Council~~ Faculty Cabinet regarding any graduate program and curricular changes, as well as catalog changes related to graduate courses. This is a subset of the Graduate ~~Council~~ Faculty Cabinet consisting of one member from each academic college plus a chair. The Chair of Graduate Curriculum and Catalog Committee is appointed by the Graduate College dean in consultation with the Chair of the Graduate ~~Council~~ Faculty Cabinet. The remaining members will consist of one ~~Council~~ Cabinet member from each college. These members will be appointed by the Graduate College dean in consultation with Chair of the Graduate ~~Council~~ Faculty Cabinet and Chair of the Graduate Curriculum and Catalog Committee. Terms will be based on their Graduate ~~Council~~ Faculty Cabinet terms. These members will engage with their respective college curriculum committees to ensure appropriate communication as graduate curricular issues are considered. The Graduate College dean will appoint a faculty or staff member to represent the Graduate College.

### Graduate Faculty Membership Committee

The Graduate Faculty Membership Committee reviews nominations for graduate faculty membership and graduate lecturer status and recommends outcomes for membership requests to the Graduate College dean. The committee will consist of three members of Graduate ~~Council~~ Faculty Cabinet. This committee will be chaired by the Vice-Chair of Graduate ~~Council~~ Faculty Cabinet. The other two members will be appointed by the Graduate College dean in consultation with the Chair and Vice-Chair of the Graduate ~~Council~~ Faculty Cabinet.

### Ad hoc Committees

The Chair of the Graduate ~~Council~~ Faculty Cabinet may appoint other committees from its members as needed to conduct to the business of the ~~Council~~ Cabinet.

## **New language to be added to the Faculty Senate Bylaws:**

Location: Bylaws Article VI, Section 3, B. 6.

### 6. Graduate Faculty Cabinet

- a. **Charge:** The Graduate Faculty Cabinet represents the university's Graduate Faculty; serves in an advisory capacity to the Graduate College dean; approves graduate courses, curricula, and programs; and acts on academic policies that affect graduate and professional programs throughout the university. Curricular issues and policy changes approved by the Cabinet will be forwarded to the appropriate Faculty Senate committee or council as part of the normal academic shared governance approval process. The Graduate Faculty Cabinet reviews requests related to Graduate Faculty membership and makes recommendations to the Graduate College dean regarding those requests.
- b. **Membership-Voting:** The voting members of the Graduate Faculty Cabinet are a representative elected body of the Graduate Faculty. All Graduate Faculty who are members of the General Faculty are eligible to serve except those serving as a department chair or those whose title contains the term president, provost, dean, or director. Each academic college will be allocated at least one member. Additional members will be allocated to an academic college based on the number of Graduate Faculty eligible to serve. An additional member will be allocated to an academic college for each 200 Graduate Faculty members. The number of Graduate Faculty Cabinet members will be calculated each year ending in zero or five.

**Non-voting:** Non-voting, ex officio members include the Graduate College dean and one graduate student selected by the Graduate and Professional Student Senate. The Graduate College dean may arrange for Graduate College personnel to assist with the business and logistics of the Graduate Faculty Cabinet.

**Leadership:** The Graduate College dean will recommend, from the elected voting members, a chair and vice-chair each academic year. The chair and vice-chair will be confirmed by voting members of the Cabinet. The chair will represent the Graduate Faculty Cabinet as a voting member of the Academic Affairs Council.

- c. **Term of Office:** The voting members of the Graduate Faculty Cabinet will be elected for a three-year term. Members may be elected for a maximum of two consecutive terms. Approximately one-third of the voting members will be elected each spring for terms starting at the beginning of the next academic year. Non-voting members are based on their position or are selected by other representative bodies to serve and may serve continuously or until replaced the representative body who appointed them.
- d. **Committees:** The Graduate Faculty Cabinet will have two standing committees: the Graduate Curriculum and Catalog Committee; and the Graduate Faculty Membership

Committee. The chair of the Graduate Faculty Cabinet may appoint other committees from the members of the Cabinet as needed to conduct to the business of the Cabinet.

**Graduate Curriculum and Catalog Committee:** The Graduate Curriculum and Catalog Committee will review and make recommendations to the Graduate Faculty Cabinet regarding any graduate program and curricular changes, as well as catalog changes related to graduate courses. This is a subset of the Graduate Faculty Cabinet consisting of one member from each academic college plus a chair. The chair of Graduate Curriculum and Catalog Committee is appointed by the Graduate College dean in consultation with the chair of the Graduate Faculty Cabinet. The remaining members will consist of one Graduate Faculty Cabinet member from each college. These members will be appointed by the Graduate College dean in consultation with chair of the Graduate Faculty Cabinet and chair of the Graduate Curriculum and Catalog Committee. Terms will be based on their Graduate Faculty Cabinet terms. These members will engage with their respective college curriculum committees to ensure appropriate communication as graduate curricular issues are considered. The Graduate College dean will appoint a faculty or staff member to represent the Graduate College

**Graduate Faculty Membership Committee:** The Graduate Faculty Membership Committee reviews nominations for Graduate Faculty membership and Graduate Lecturer status and recommends outcomes for membership requests to the Graduate College dean. The committee will consist of three members of the Graduate Faculty Cabinet. This committee will be chaired by the vice-chair of Graduate Faculty Cabinet. The other two members will be appointed by the Graduate College dean in consultation with the chair and vice-chair of the Graduate Faculty Cabinet.

### **Transition Issues:**

The Graduate Council currently has 15 voting members, based on the number of graduate faculty in 4 theme areas.

- 5 - Biological & Agricultural Science
- 4 - Physical & Math Sciences & Engineering
- 3 - Arts & Humanities
- 3 - Social Sciences & Education

By academic college, the current membership breakdown is

- 4 – CALS
- 1 – BUS
- 2 – DES
- 1 – ENG
- 1 – HS
- 5 – LAS
- 1 – VET

Based on the new policy of 1 member per college plus 1 at-large member for every 200 graduate faculty, the membership of the Graduate Faculty Cabinet by college will be.

- 2 – CALS
- 1 – BUS
- 1 – DES
- 2 – ENG
- 1 – HS
- 3 – LAS
- 1 – VET

Getting us from the current state to the future state will take multiple years. An underlying principle is that every elected graduate council member will complete their full-term as part of the Graduate Faculty Cabinet.

For example, there are 5 council members whose term ends in May of 2024: 1 in CALS, ENG, and BUS, and 2 in LAS. The CALS and LAS members will not be replaced. The BUS representative will need to be replaced by election in spring 2024. The ENG representative needs to be replaced by election in spring 2024. A second ENG representative should be elected in spring 2025 to get the appropriate number without having both ENG representatives turn over in the same year.