I. Introductions and Welcome

II. Approval of the December 11, 2015 Minutes
   (January 22, 2015, meeting of CGS was cancelled)

III. Proposals, Awards, and Scholarships (PAS) Report
     (Dr. Ric Steele reporting)

     A. Chemical Biology Certificate Proposal (see addendum)

     B. Workplace Communications Certificate Proposal (see addendum)

     C. Wilber Scholarship

IV. Program and Curricular Changes (PCC) Report
    (Dr. ChangHwan Kim reporting)

     A. Course Changes: COMS 920

     B. New Course: ENGL 802

V. Policies and Student Petitions (PSP) Report
   (Dr. Peter Grund reporting)

     A. Dean’s Charge report draft: Recommendations for the grading of thesis and
dissertation hours (see addendum)

VI. Old Business

VII. New Business

     A. Baumgartel Peace and Justice Award
I. Introductions and Welcome

II. Approval of the December 11, 2014, Minutes

The University of Kansas
College of Liberal Arts & Sciences
COMMITTEE ON GRADUATE STUDIES

MINUTES
December 11, 2014, 11:00AM
STRONG HALL – ROOM 210

Members Present: Brian Ackley, Peter Grund, ChangHwan Kim, Peter Ojjambo, Armin Schulz, Ric Steele, Alesia Woszidlo, Patrick Terry (Graduate Student)

Others in attendance: Kristine Latta (COGA), Cindy Lynn (COGA), Jim Mielke (ex-officio) and Mark Jakubauskas (EVRN)

The meeting was called to order by Dr. Woszidlo at 11:05 a.m.

Minutes
A motion was made and seconded to approve the November 20, 2014, minutes of the Committee on Graduate Studies, as written. The motion was approved unanimously.

Report of the Proposals, Awards, and Scholarships (PAS) Subcommittee
(Dr. Ric Steele, reporting)

A motion was made and seconded to approve the PSM 4+1 in Environmental Assessment proposal. Dr. Latta will investigate a question from the CGS regarding course repeat policy. The CGS has given prior approval for a friendly amendment regarding electives if needed. The motion was approved unanimously.

Dr. Steele introduced Dr. Jakubauskas, who responded on behalf of EVRN to questions from the CGS.

Report of the Program and Curricular Changes (PCC) Subcommittee
(Dr. ChangHwan Kim, reporting)

A motion was made and seconded to approve the PHSX MA program change. The motion was approved unanimously.

A motion was made and seconded to approve all curricular changes. The motion was approved unanimously.

A. Curricular Changes:

1. New courses: BINF 703, BINF 704, PSYCH 984, PSYC 988

New Business
(Dr. Kristine Latta, reporting)

Dr. Latta provided a brief tour of the new COGA awards and funding page. It is hoped that the new design will attract more applications and nominations for awards and scholarships.

Dr. Latta also provided an update to the Kate Stephens Fellowship. The award will be offered every 2 years. The intention is offer a larger award amount and thereby increase the number of nominations.
CGS will need two alternates for spring due to a teaching conflict and a phased retirement semester.

There being no further business, the meeting was adjourned by Dr. Woszidlo at 11:35 a.m.

**Upcoming Meetings**

The next meeting of the Committee on Graduate Studies is **Thursday, January 22, 2015, 11:00 a.m., 210 Strong Hall.**

*Respectfully submitted by Cynthia Lynn, COGA*

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III. Proposals, Awards, and Scholarships (PAS) Report
    (Dr. Ric Steele reporting)

   a) Chemical Biology Certificate Proposal (see addendum)

   b) Workplace Communications Certificate Proposal (see addendum)

   c) Wilber Scholarship

IV. Program and Curricular Changes (PCC) Report

   1. New Courses: COMS 920

   2. Course Changes: ENGL 802

    **Communication Studies**

    **COMS 920 Introduction to Teaching Oral Communication (3)**

    This seminar prepares new graduate teaching assistants for their first teaching experience. Students will develop course materials including lectures, discussion prompts, assignments, exams based on pedagogical best practices. Students will apply theoretical concepts related to teaching, learning and assessment, and apply those theories to their own classrooms.

    Grading: A-F, W and I

    This course is an elective.
    This course is not an RSRS course.

    This course is a degree requirement in the following way: This course is an elective for a COMS degree, but is required for all new GTAs.

    This course impacts students in the following way: This course has previously been offered as a
topics course and is required for all new GTAs in the COMS graduate program. Previously, this class was offered as only a 2 credit course. It will now be a 3 credit course, as discussed below.

JUSTIFICATION:
This course existed as one of many "Topics" courses. The purpose for moving it to a new course is because it is a permanent offering in the department for all new GTAs. This class has been offered as a 2 credit course, but will now be offered as a 3 credit course. This will allow time a more in-depth discussion of the topics of the course and reduce the number of credit hours new graduate students must enroll in to reach their minimum hours.

English

Old (Current)
ENGL 802 Practicum in the Teaching of College English. (1)
A course concerned primarily with the pedagogy of literature and writing about literature. Includes weekly group meetings, individual conferences, and class visitations. Required of and enrollment limited to new teachers of English 102. May not be repeated for credit toward graduate degree. Course graded on a satisfactory/unsatisfactory basis. FLD.

New (Proposed)
ENGL 802 Practicum in the Teaching of College English (1)
A course concerned primarily with the pedagogy and practice of teaching English 102. Includes weekly group meetings, individual conferences, and class visitations. Required of and enrollment limited to new teachers of English 102. May not be repeated for credit toward graduate degree. Course graded on a satisfactory/unsatisfactory basis. FLD.

Grading: S/U, W and I

This course is not a RSRS course
This course is not a degree requirement

JUSTIFICATION:
Required for GTAs in the English Department and is a sequence to ENGL 801. ENGL 102 no longer has literature as its focus, so we don’t focus on literature pedagogy in the practicum. The change in the course description reflects a change in ENGL 102 from a focus on writing about literature to a focus on teaching academic writing with research approved years ago, However 802’s description was not updated at the same time, so the department is seeking to correct and update.

V. Policies and Student Petitions (PSP) Report
(Dr. Peter Grund reporting)
A. Dean’s Charge report draft: Recommendations for the grading of thesis and dissertation hours (see addendum)

VI. Old Business

VII. New Business
(Dr. Kristine Latta, reporting)

A. Baumgartel Peace and Justice Award