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

MINUTES  
September 13, 11:00AM  
STRONG HALL – ROOM 210

Members Present: Eve Levin (Chair), Omofolabo Ajayi-Soyinka, Byron Caminero-Santangelo, Paulyn Cartwright, Allison Gabriele, Tanya Hart, Ed Morris, Milena Stanislavova, Stephanie Meador (Graduate Student)

Others in attendance: Kristine Latta (Director, COGA), Cindy Lynn (COGA), Jim Mielke (ex officio), and Lea Smith (COGA)

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

Minutes  
A motion was made and seconded to approve the August 23, 2012 minutes of the Committee on Graduate Studies, as written. The motion was approved unanimously.

Report of the Policies, Procedures & Awards Subcommittee  
(Paulyn Cartwright chair, reporting)

- Dr. Cartwright reported on the committee’s work relating to the Dean’s Charge on GTA/GRA Learner Outcomes. There was some discussion of the challenges presented by Out of Field GTA appointments, and Dr. Latta indicated that she would post the Out of Field policy on Blackboard for the sub-committee’s reference.

Report of the Curricular Changes Subcommittee  
(Milena Stanislavova committee member, reporting)

- A motion was made and seconded to approve the recommendation from the sub-committee for curricular addition of the following course. The motion was approved unanimously.
  
  o New courses: LA&S 710

- A motion was made and seconded to table UKRA 512-516. CGS is favorably inclined to approving the requested course change; however clarification is needed regarding the course description. CGS tabled this request.

Old Business  
Dr. Levin inquired about the status of graduate student representatives to serve on the CGS. Dr. Latta indicated that the COGA has been consulting with the Dean’s Office on the proper procedure. The next step is to send a request to chairs and directors of graduate studies to ask for recommendations.

New Business

- Dr. Latta provided a brief overview of the new COGA website.

- Dr. Latta presented COGA’s concerns about the practice of requiring medical letters to support student petitions that cite health reasons. Though there is no explicit policy in place, Dr. Latta sought the committee’s endorsement to end the practice. A procedural motion was put forward to eliminate the requirement for medical documentation in support of petitions. The procedural motion was seconded and approved.

There being no further business, the meeting was adjourned by Dr. Levin at 11:47 am.
Upcoming Meetings

The next meetings of the CGS Subcommittees are September 20, 2012:
- Curricular Changes, 11:00 a.m. - 12:30 p.m., via email
- Petitions & Program Changes, 11:00 a.m. - 12:30 p.m., via Blackboard
- Policies, Procedures, and Awards, 11:00 a.m. - 12:30 p.m., room 210 Strong Hall

The next meeting of the Committee on Graduate Studies is Thursday, September 27, 2012, 11:00 a.m., 210 Strong Hall.

Respectfully submitted by Cynthia Lynn, COGA