I. Approval of the September 12, 2013, Minutes

II. Program and Curricular Changes (PCC) Report
   (Dr. Brian Ackley reporting)
   A. Program Change: AMS, PhD (tabled from 9/12/13, with revisions)
   B. Course Changes:
      1. New courses: EALC 701, EALC 702, EALC 703, EVRN 730, EVRN 745,
         EVRN 815, GIST 898, GEOL 754
      2. Course change: GEOL 751

III. Policies and Student Petitions (PSP) Report
     (Dr. Alesia Woszidlo reporting)
     A. CLAS Strategic Plan – CGS Recommendations

IV. Proposals, Awards, and Scholarships (PAS) Report
    (Dr. Ric Steele reporting)
    A. Election of Subcommittee Chair
    B. East Asian Studies MA (see Addenda)
    C. African Studies Certificate Renewal (see Addenda)

V. Old Business

VI. New Business
I. Approval of the September 12, 2013, Minutes

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

MINUTES
September 12, 2013, 11:00AM
STRONG HALL – ROOM 210

Members Present: Omofolabo Ajayi-Soyinka, Brian Ackley, Byron Caminero-Santangelo, Paulyn Cartwright, Peter Grund, Marni Kessler, ChangHwan Kim, Milena Stanislavova (Chair), Ric Steele, and Alesia Wozidlo

Others in attendance: Renee Perelmutter (REES), Kristine Latta (COGA), Cindy Lynn (COGA), Jim Mielke (ex-officio) and Emily Dodson (GA, COGA)

The meeting was called to order by Dr. Stanislavova at 11:02 a.m. Dr. Stanislavova welcomed the new committee member, Marni Kessler, and all members introduced themselves.

Minutes
A motion was made and seconded to approve the August 29, 2013 minutes of the Committee on Graduate Studies, as written with a friendly date correction. The motion was approved unanimously.

Report of the Proposals, Awards, and Scholarships (PAS) Subcommittee
(Dr. Paulyn Cartwright reporting)

Dr. Latta provided background on the new KBOR expedited review process for new programs that respond to workforce needs, and discussed efforts in the College to streamline the review process for these and other proposals.

A motion was made and seconded to approve the REES Graduate Certificate proposal. The motion was approved unanimously.

Dr. Cartwright introduced Dr. Perelmutter, who responded on behalf of REES to questions from the CGS regarding the proposed new certificate.

Report of the Program and Curricular Changes Subcommittee
(Dr. Brian Ackley, reporting)

A motion was made and seconded to table the AMS, PhD program change to allow the subcommittee to request additional clarification regarding the Comprehensive Exam. The motion was approved unanimously.

A motion was made and seconded to approve the recommendation from the subcommittee for curricular changes to the following courses. The motion was approved unanimously.

New course: AMS 809
Course change: GIST 701

Members discussed the importance of having a departmental representative present to answer questions about proposed program changes. Ms. Lynn explained that members are invited to attend, but that on this occasion there was an unavoidable conflict. It was suggested that if a departmental representative is not able to attend the CGS meeting, the agenda item should be tabled until a representative is able to attend.

Report of the Policies and Student Petitions Subcommittee
(Dr. Alesia Woszidlo, reporting)
Dr. Woszidlo reported that the subcommittee elected to defer the chair election to next meeting.

The CGS has been asked to provide input on an update to the College Strategic Plan. The PSP subcommittee will bring recommendations to the full committee for further discussion at the September 26 meeting.

**Old Business**

Dr. Latta reported to CGS that the College Post-Comp policy change from the May 9, 2013 meeting of the CGS was approved in the September 10, 2013 meeting of CAC.

There being no further business, the meeting was adjourned by Dr. Stanislavova at 11:45 a.m.

**Upcoming Meetings**

The next meetings of the CGS Subcommittees are **September 19, 2013**.
- (PAS) Proposals, Awards, and Scholarships, **TBD**.
- (PCC) Program and Curricular Changes, **11:00 a.m. - 12:30 p.m.**, via email.
- (PSP) Policies and Student Petitions, **11:00 a.m. - 12:30 p.m.**, Student petition review via Blackboard.

The next meeting of the Committee on Graduate Studies is **Thursday, September 26, 2013, 11:00 a.m., 210 Strong Hall.**

*Respectfully submitted by Cynthia Lynn, COGA*

**II. Program and Curricular Changes (PCC) Report**

A. The PCC Subcommittee recommends the following program change to the CGS:

**American Studies, PhD**

The requested changes to this degree or certificate program are:

(OLD) Current

**Graduate Seminars** (6 hours). 2 advanced courses selected by the student and advisor provide training in general topic areas relevant to American Studies.

**Elective Courses** (6 hours). 2 courses selected by the student and advisor enhance preparation in the concentration fields.

**Comprehensive Examination.** A combined written and oral examination is evaluated by a committee of 5 faculty members. After completing required courses, the student prepares for the comprehensive examination by taking AMS 996 Exam Preparation hours.

**Prospectus.** The student writes a brief proposal of the dissertation project, which is evaluated and accepted by a committee of 5 faculty members.

**Comprehensive Examination.** Candidates take the comprehensive examination after
completing their doctoral course work. The comprehensive examination has written and oral components. The written examination takes the form of a paper that coherently defines the content and parameters of the student’s academic concentrations, including a discussion of the state of the art in the broad area of scholarship in which the concentration falls; the major research and scholarly controversies in the area; the principal theoretical, conceptual, and methodological approaches informing it; and the direction the area is taking. After a student’s written examination paper has been accepted by his or her examining committee, she or he may take the oral comprehensive examination, which focuses upon, but is not limited to, the issues raised in the written examination paper.

(NEW) Proposed

Graduate Seminars (9 hours). 3 seminars with additional hours as needed for exam preparation.

Elective Courses (6 hours). 2 courses selected by the student and advisor enhance preparation in the concentration fields.

Comprehensive Examination. A combined written and oral examination is evaluated by a committee of 5 faculty members, one of whom represents Graduate Studies. After completing required courses, the student prepares for the comprehensive examination by taking AMS 996 Exam Preparation hours.

Prospectus. The student writes a brief proposal of the dissertation project, which is evaluated and accepted by a committee of 5 faculty members, including a representative of Graduate Studies.

Comprehensive Examination. The comprehensive examination has written and oral components. Before sitting for the written component, the student develops preparation in the three concentration fields, including an understanding of the current state of scholarship in each; major prior research and scholarly controversies in the fields; the principal theoretical, conceptual, and methodological approaches informing that scholarship; and the directions that contemporary work is taking. When the advisor deems the student ready for examination, the examination committee presents questions covering these areas, and the student writes a time-limited response to each. After the written examination has been reviewed and accepted by the committee, the student may sit for the oral comprehensive examination, which covers issues raised in the written examination as well as any other aspect of the student’s work in the doctoral program to date.

The changes to this program will first take effect Fall 2014 and first appear in the 2014-2015 academic catalog.

JUSTIFICATION:
This completes a program revision begun in 2011-2012 aimed at streamlining the path to candidacy. The new program keeps requirements often met at the Master's level (electives) distinct from those required at the Doctoral level (seminars).
B. The PCC Subcommittee recommends the following new courses and course change to the CGS:

1. New Courses: EALC 701, EALC 702, EALC 703, EVRN 730, EVRN 745, EVRN 815, GIST 898, GEOL 754

**East Asian Languages & Cultures**

**EALC 701 Practicum in Teaching Chinese** (1) This course is required every semester for graduate teaching assistants in the Chinese language program in EALC. The course will cover applicable second language acquisition theories and principles of foreign language pedagogy and focus on teaching methodologies, instructional techniques, and development of pedagogical materials specific to the Chinese classroom. This class will be conducted in a seminar format. Requirement: teaching appointment in the EALC department. SEM.

Grading: A-F, W and I

This course is an elective
This course is not a RSRS course

This new course will be first offered spring 2014, and then every semester thereafter.

**JUSTIFICATION**

Our graduate teaching assistants tend to have limited teaching experience, and we have realized we should change from a rather informal approach to teaching training to a more systematic one. This practicum will enhance teaching assistants' pedagogical skills and raise the quality of instruction in our department.

**EALC 702 Practicum in Teaching Japanese** (1) This course is required every semester for graduate teaching assistants in the Japanese language program in EALC. The course will cover applicable second language acquisition theories and principles of foreign language pedagogy and focus on teaching methodologies, instructional techniques, and development of pedagogical materials specific to the, Japanese language classroom. This class will be conducted in a seminar format. Requirement: teaching appointment in the EALC department. SEM.

Grading: A-F, W and I

This course is an elective
This course is not a RSRS course

This new course will be first offered spring 2014, and then every semester thereafter.
JUSTIFICATION
Our graduate teaching assistants tend to have limited teaching experience, and we have realized we should change from a rather informal approach to teaching training to a more systematic one. This practicum will enhance teaching assistants' pedagogical skills and raise the quality of instruction in our department.

**EALC 703 Practicum in Teaching Korean** (1) This course is required every semester for graduate teaching assistants in the Korean language program in EALC. The course will cover applicable second language acquisition theories and principles of foreign language pedagogy and focus on teaching methodologies, instructional techniques, and development of pedagogical materials specific to the Korean language classroom. This class will be conducted in a seminar format. Requirement: teaching appointment in the EALC department. SEM.

Grading: A-F, W and I

This course is an elective
This course is not a RSRS course

This new course will be first offered spring 2014, and then every semester thereafter.

**Environmental Studies**

**EVRN 730 Environmental Toxicology** (3) Examines the effects of toxic chemicals on individuals, populations, communities and ecosystems. Topics include major classes of pollutants, movement, distribution and fate of pollutants in the environment, mechanisms of action, toxicity testing, and environmental assessment. LEC.

Grading: A-F, W and I

This course is an elective
This course is not a RSRS course

This new course will be first offered Spring 2014, and then every other spring semester thereafter.

JUSTIFICATION
This is a new area in EVRN that is critical to / establishes the integrity of the degree. It will serve as an elective for our PSM-EA graduate program.

**EVRN 745 Environmental Data Analysis and Statistics** (3) Introduction to common statistical methods for analyzing environmental data. Includes techniques for environmental monitoring, impact assessment, and site reclamation, as well as methods for handling censored data, time series, and spatial analysis. Sampling design, data interpretation, and presentation of statistical results will be emphasized. Students without prior coursework in statistics must receive permission of instructor. LEC.

Grading: A-F, W and I

This course is an elective
This course is not a RSRS course

This new course will be first offered Fall 2015, and then every other fall semester thereafter.

**JUSTIFICATION**
A large number of people taking the class, potentially, are working professionals who have a practical knowledge of statistics by virtue of their work in the sciences and engineering, even if they don't have a formal class in it from their undergraduate years. We will handle this in advising and the prerequisite: "Students without prior course work in statistics must receive permission of instructor."

This is a new area in EVRN that is critical to / establishes the integrity of the degree. It will serve as an elective for our PSM-EA graduate program.

**EVRN 815 Professional Science Masters Capstone** (3) A culminating experience to develop a workforce project, producing a written report and presented orally to a committee that includes an industry member. Students will develop an applied workforce project in the student's place of employment for full time employees or an internship for full time students. The students will document their project in a written report and present their project to the Environmental Studies faculty (2), and the student's employer or representative if practical. LEC.

Grading: A-F, W and I

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

This course fulfills the Practica component of the PSM-EA degree. The PSM-EA degree is new as of Fall 2013. This curricular change will not impact current students.
This new course will be first offered Spring 2014, and then every other spring semester thereafter.

JUSTIFICATION
This is a new area in EVRN that is critical to / establishes the integrity of the degree. It will serve as a requirement for our PSM-EA graduate program.

Global and International Studies

GIST 898 Thesis Writing (3) This course guides MA students through the crafting of their academic or professional thesis. The students begin the course with a literature review and data/research completed, and they will be directed through in-class workshops and deadlines with the intention to produce a full draft of their thesis. Students may choose to draft a thesis that fits either academic conventions for a similar body of research, or they may develop a body of research whose target would be a business or professional audience. Course is designed to assist students in the development of theses with varying methodologies, methods, and audiences on global and international topics. Prerequisite: GIST 710 THE.

Grading: A-F, W and I

This course is an elective
This course is not a RSRS course

This new course will be first offered Spring 2014, and then every Spring semester thereafter.

JUSTIFICATION:
Particularly because of the interdisciplinary context of our major, our students need as much guidance as possible through the thesis writing stage. As an Edwards Campus based program, we attract a high number of professionals as graduate students, and we have come to realize that we need to imbed more support for them at this point in the degree to help address a number of structural challenges that they face. We have found that many of these students, who finished their coursework years ago, are still languishing on the thesis 7 years into the program. This course and GIST 710 are intended to help ensure both that students move through and complete the program and that they finish with a quality product that demonstrates competence in the subject and rigorous research methods.

The course will pilot in the Spring of 2014, and at that point, it will be an elective that could fulfill part of the Thesis Hours requirements. We will be submitting changes to our MA curriculum that would make this course a requirement for all GIST MA students, and they would take the course after completing GIST 710. Thus, 710 will be offered every fall and 898 will be offered each spring, at a
minimum. Until those changes are submitted and have been approved, we will offer these courses as electives.

**GEOLOGY**

*Note: GEOL 754 (New Course) and GEOL 751 (Course Change) were tabled at the March 12, 2013 CAC meeting at the request of the department. These two courses are being resubmitted to CGS.*

**GEOL 754 Contaminant Transport** (3) A study of the transport of conservative and non-conservative pollutants in subsurface waters. Case studies are used to illustrate and develop a conceptual understanding of such processes as diffusion, advection, dispersion, retardation, chemical reactions, and biodegradation. Computer models are developed and used to quantify these processes. Prerequisite: Introductory Hydrogeology or consent of instructor. (Same as CE 754). LEC.

Grading: A-F, W and I

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

This new course will be first offered Fall 2013 Fall 2014 and then every semester thereafter.

**JUSTIFICATION**

We are changing the course description in response to student curriculum needs, student feedback, and the division of a six hour (total commitment) course into two three hour courses to accommodate a new faculty member's requirement for the other three hour course.

2. **Course changes: GEOL 751**

**GEOLOGY**

*(OLD)*

**GEOL 751 Physical and Transport Hydrogeology** (4) A study of fluid flow in the subsurface including transport of constituents with the fluid. Physical transport will consider (1) the origin of basic parameters such as porosity and hydraulic conductivity, and their relationship to typical geologic materials, (2) basic equations of flow, such as Darcy's Law and the conservation equation, and (3) application of these concepts. Applications considered may include hydraulic testing, modeling, and regional flow systems. Chemical transport will consider the processes of solute and contaminant mass movement in porous and fractured media by advection and diffusion. The effects of attenuating mechanisms such as partitioning, chemical and biological transformations will also be discussed. The mathematical expression of these processes will be developed and applied using computer models. (Same as CE 754.) Prerequisite: Differential
Equations and Introductory Hydrogeology or Fluid Mechanics or consent of instructor. LEC.

Grading: A-F, W and I

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

(New)
**GEOL 751 Physical Hydrogeology** (3) Study of fluid flow in subsurface hydrologic systems. Investigation of the ground water environment including porosity, and hydraulic conductivity and their relationship to typical geologic materials. Examination of Darcy's law and the continuity equation leading to the general flow equations. Discussion of typical hydraulic testing methods to estimate aquifer parameters in various situations and apply these to water resource problems. Study of the basic mechanisms that determine the behavior of typical regional flow systems. (Same as CE 752). LEC.

Grading: A-F, W and I

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

The change(s) to this course will first take effect Fall 2013 Fall 2014 and the course will be offered every Fall Semester thereafter

**JUSTIFICATION:**
We are changing the course description in response to new faculty member changing the course and division of a six hour (total commitment) course into two three hour courses in response to student program needs and feedback.

III. Policies and Student Petitions (PSP) Report

A. CLAS Strategic Plan – CGS Recommendations

IV. Proposals, Awards, and Scholarships (PAS) Report

A. Election of subcommittee Chair

B. East Asian Studies MA (see Addendum)

C. African Studies Certificate Renewal (see Addendum)

V. Old Business
VI. New Business