I. Approval of the August 27, 2015, Minutes

II. Informational Items

III. Program and Curricular Changes (PCC) Report (Dr. Justin Blumenstiel, reporting)
   A. Curricular Changes for Approval
      NEW COURSES: EVRN 771, EVRN 772, EVRN 773, EVRN 774, EVRN 775, EVRN 776,
      COURSE CHANGES: ENGL 896, SLAV 999, THR 802
   B. Program Change:
      a. Environmental Assessment, Graduate Certificate

IV. Old Business

V. New Business
I. Approval of the August 27, 2015, Minutes

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

MINUTES
August 27, 2015, 11:00AM
STRONG HALL – ROOM 210

Members Present: Brian Ackley, Jane Barnette, Justin Blumenstiel, Paula Fite, Marni Kessler, Peter Ojiambo, Ric Steele, Nina Vyatkina, Anthony Walton, Alesia Woszidlo, Christina Amaro (Graduate Student), Carmen Torre Perez (Graduate Student)

Others in attendance: Don Steeples (Dean, CLAS), Kristine Latta (COGA), Emily Dodson (COGA), Cindy Lynn (COGA), Jim Mielke (ex-officio)

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

Introductions and Welcome
Dr. Woszidlo welcomed Dean Steeples and self-introductions were made.

Dean’s Charges for the 2015-2016 Academic Year
Dean Steeples commended CGS for their work last year and delivered the following charges to this year’s committee:

In April 2015 Graduate Studies implemented a new policy that more clearly defines what constitutes good academic standing for graduate students at KU. The policy highlights the significance of both academic performance and steady progress to degree as markers of good academic standing. It requires that good academic standing be assessed through annual reviews.

The 2015-2016 Dean’s Charges are aimed supporting the process of an annual review and good academic standing:

1. Recommend changes to the College’s Graduate Advising section of the academic catalog in two areas:
   o Define minimum requirements for the annual review of all graduate students in the College.
   o Define minimum expectations for faculty mentors and graduate mentees.

2. Define under what circumstances, if any, the College should consider an additional semester of probation or provisional status for a student who fails to achieve the minimum GPA.

3. Recommend policy language to define under what circumstances the College could initiate dismissal of a student who has failed to meet the minimum requirements of good academic standing (e.g., failing to meet the terms of a degree completion agreement, failing to achieve a minimum 3.0 GPA for multiple semesters, etc.).

Approval of the Minutes
A motion was made and seconded to approve the May 7, 2015, minutes of the Committee on Graduate Studies. The motion was approved unanimously.

The CGS 2014-2015 Annual Report to CAC
Dr. Woszidlo presented the 2014-2015 CGS Annual Report to CAC. A motion was made and seconded to approve the Annual Report. The motion was approved unanimously.
The Annual Report will be presented by the 2015-2016 CGS Chair, Dr. Steele, at the College Academic Council meeting on September 8, 2015.

**CGS Chair Election**
Two CGS members were nominated. Dr. Ric Steele was elected as the 2015-2016 CGS Chair.

**Subcommittee Responsibilities**
Dr. Latta provided a review of the subcommittees’ responsibilities which were discussed by the membership. Members were asked to submit their subcommittee preferences. Subcommittee assignments will be made early next week and members will be informed.

**CGS Deadlines Calendar 2015-2016 & Subcommittee workflow**
Cindy Lynn provided an overview of the CGS Submission Deadlines Calendar (2015-2016) which is posted to BlackBoard and online on the governance website.

**Old Business**
Dr. Latta reported the approval of the Graduate Certificate in Chemical Biology.

**New Business**
Dr. Latta reported that a name change request is pending with KBOR for Geography: Geography and Atmospheric Sciences. No action needed by CGS.

The College Office of Graduate Affairs developed a CLAS Specialized Graduate Support Certification Program. Space will be limited. A call for nominations and applications was sent to directors of graduate study and to graduate support staff. One aspect of the certification program is to attend a spring meeting of CGS to help support staff better understand the process of governance. CGS expressed support of this initiative.

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

Lunch was served in appreciation of the CGS members’ service.

**Upcoming Meetings**
The next meetings of the CGS Subcommittees will be scheduled and communicated via email.

The next meeting of the Committee on Graduate Studies is **Thursday, September 10, 2015 11:00 a.m., 210 Strong Hall**.

*Respectfully submitted by Cynthia Lynn, COGA*

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II. Informational Items

III. Program and Curricular Changes (PCC) Report
(Dr. Justin Blumenstiel, reporting)

A. Curricular Changes for Approval
NEW COURSES: EVRN 771, EVRN 772, EVRN 773, EVRN 774, EVRN 775, EVRN 776

ENVIRONMENTAL STUDIES

CHANGE: NEW COURSE
EVRN 771 Project Management for Science Managers (2)
Students will learn to use current project planning tools to develop project plans that aid in bringing a project to completion on time and within budget. They will demonstrate the ability to manage projects within a science organization. LEC

Grading: A-D(+/-)FP

This course is an elective.
Course will be offered both on the Edwards campus and online.

This new course will first be offered in Spring 2016. This course will run on an 8-week mini-mester. Initially, it will be offered once per year, but if demand increases, will be offered more frequently

JUSTIFICATION:
This course is one of six key areas of expertise needed by scientists who are moving into supervisory positions in industry. These six areas, and competencies within each area, were identified during the KU Edwards Science Managers Development Workshop, an academic-industry collaboration meeting held 1/15/15. The course will be required for the pending Graduate Certificate in Science Management.

CHANGE: NEW COURSE
EVRN 772 Organizational Management for Science Majors (2)
Explores concepts and practices in leadership, organizational behavior and change management. Emphasis is placed on understanding dynamics of individuals and groups in organizational structures focused on research and innovation. Students will tackle organizational culture, management approaches, performance-building, and creativity and innovation management in science organizations. LEC

Grading: A-D(+/-)FP

This course is an elective.
Course will be offered both on the Edwards campus and online.

This new course will first be offered in Spring 2016. This course will run on an 8-week mini-mester. Initially, it will be offered once per year, but if demand increases, will be offered more frequently
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This course is one of six key areas of expertise needed by scientists who are moving into supervisory positions in industry. These six areas, and competencies within each area, were identified during the KU Edwards Science Managers Development Workshop, an academic-industry collaboration meeting held 1/15/15. The course will be required for the pending Graduate Certificate in Science Management.

CHANGE: NEW COURSE
EVRN 773  Management of People in Science Organizations (2)
Explores the duties and responsibilities of a scientist placed in a supervisor/manager role. Addresses management of scientists and technicians as part of an integrated team, conflict management, recruitment and interviewing, professional development of employees, performance management, and an overview of human resources law and compliance. LEC

Grading: A-D(+-)FP

This course is an elective.
Course will be offered both on the Edwards campus and online.

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CHANGE: NEW COURSE
EVRN 774  Financial Management in Science Organizations (2)
The goal of this course is to gain an understanding of finance, budget, and accounting in a science organization. The student will learn how to interpret and understand basic financial statements; how to make good decisions based on them; learn essential accounting concepts and characteristics of accounting systems; and budgeting/forecasting in a science-based organization. LEC

Grading: A-D(+-)FP
This course is an elective.
Course will be offered both on the Edwards campus and online.

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CHANGE: NEW COURSE
EVRN 775 Organizational Communication for Science Managers (2)
Addresses challenges and approaches of communicating science concepts and results to technical and non-technical as well as internal and external audiences. Focuses on techniques to improve the effectiveness of written and oral communication, including technical writing of project and research proposals, scientific presentations, and effective workplace communications. LEC

Grading: A-D(+/-)FP

This course is an elective.
Course will be offered both on the Edwards campus and online.

This new course will first be offered in Spring 2016. This course will run on an 8-week mini-mester. Initially, it will be offered once per year, but if demand increases, will be offered more frequently

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This course is one of six key areas of expertise needed by scientists who are moving into supervisory positions in industry. These six areas, and competencies within each area, were identified during the KU Edwards Science Managers Development Workshop, an academic-industry collaboration meeting held 1/15/15. The course will be required for the pending Graduate Certificate in Science Management.

CHANGE: NEW COURSE
EVRN 776 Law, Ethics, and Intellectual Property for Science Managers (2)
This course provides an overview of basic patent law, the patent process, patent interpretation (claims and prior art) and intellectual property law in science. It addresses elements of employment and business law for managers, regulatory standards, and codes of conduct/professional standards/ethics in a science organization. LEC

Grading: A-D(+/-)FP

This course is an elective.
Course will be offered both on the Edwards campus and online.

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COURSE CHANGES: ENGL 896, SLAV 999, THR 802

ENGLISH

CHANGE: COURSE DESCRIPTION
ENGL 896 Internship. (1-3)
(OLD) Practical experience under professional supervision in editing, theatrical production, and other activities relevant to the completion of an advanced degree in English. FLD

Not repeatable for credit

ENGL 896 Internship. (1-3)
(NEW) Practical experience under professional supervision in editing, theatrical production, with the Writing Center, and other activities relevant to the completion of an advanced degree in English. FLD

Course may be repeated 2 times.
May not enroll in multiple sections in the same semester

Effective Spring 2016
JUSTIFICATION:
Many of our graduate students have worked (for pay) at the Writing Center and used that professionalization experience to their advantage on the Job Market. We would like to encourage other students to think about the Center as a possibility for experiential learning that would be profitable in academic and alt-ac positions.

SLAVIC LANGUAGES & LITERATURES

CHANGE: Hours
SLAV 999 Dissertation (1-6)
(OLD)

SLAV 999 Dissertation (1-9)
(NEW)

This course change will be Effective Spring 2016

Student will enroll in SLAV 999 while researching and writing dissertation to complete the Dissertation requirement for the Ph.D. degree in Slavic Languages & Literatures.

JUSTIFICATION:
The Department of Slavic Languages & Literatures wishes to increase the variable credit range in SLAV 999 Dissertation credits from 6 to 9 to better align with other variable credit ranges within the College of Liberal Arts & Sciences and to better facilitate the Ph.D. student completion of 18 post-comprehensive credits.

THEATRE

CHANGE: DESCRIPTION
THR 802 Master’s Projects (3-6)
(OLD) Advanced creative projects which may be elected by master's degree candidates in lieu of thesis. RSH

THR 802 Master’s Projects (3-6)
(NEW) Advanced creative projects which may be elected by MFA degree candidates in lieu of thesis. RSH

This is required for the Theatre MFA in Scenography.
This course change will be Effective Spring 2016
JUSTIFICATION:
Minor change to description to clarify that a master's project pertains to students in the MFA program.

B. Program Change:
   b. Environmental Assessment, Graduate Certificate

(OLD) Certificate Requirements

The Certificate in Environmental Assessment is designed for graduates of bachelor’s programs in physical/natural sciences, environmental studies, civil/environmental engineering or related fields who are currently employed in private firms, public agencies, and not-for-profit organizations that address a range of environmental issues. Key foci in the science curriculum of this program are environmental impact assessment; soils, water, and ecosystems science; geospatial analysis; environmental health and policy; and an understanding of environmental law and policy and the regulatory environment.

Required Courses

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<tr>
<th>Course Code</th>
<th>Course Title</th>
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<tr>
<td>EVRN 611</td>
<td>Water Quality, Land Use, and Watershed Ecosystems</td>
<td>3</td>
</tr>
<tr>
<td>EVRN 616</td>
<td>Environmental Impact Assessment</td>
<td>3</td>
</tr>
<tr>
<td>EVRN 721</td>
<td>Environmental Regulation and Policy</td>
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<tr>
<td>EVRN 745</td>
<td>Environmental Data Analysis and Statistics</td>
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<td>Total Hours</td>
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</table>

(NEW) Certificate Requirements

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Change courses to:
Required:
EVRN 611
EVRN 616
EVRN 721
One graduate-level elective, preferably in EVRN, selected in consultation with the adviser.
JUSTIFICATION:
We propose to modify the requirements for the four courses to allow the selection of an elective course by the student, in consultation with the PSM program adviser and the student's graduate adviser, to allow greater flexibility for the student pursuing the certificate.

III. Old Business

IV. New Business