I. Approval of the August 23, 2012 Minutes

II. Policies, Procedures & Awards Subcommittee Report
   A. Update on GTA/GRA Learner Outcomes Charge (Paulyn Cartwright)

III. Curricular Changes Subcommittee Report
   A. New courses: LA&S 710
   B. Course changes: UKRA 512-516

IV. Petitions & Program Changes Subcommittee Report

V. Old Business

VI. New Business
   A. Quick Tour of COGA Website
   B. Medical documentation for petitions

-----------------

I. Approval of the August 23, 2012 Minutes

-----------------

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

MINUTES
August 23, 2012, 11:00AM
STRONG HALL – ROOM 210

Members Present: Ed Morris (Chair), Danny Anderson (Dean), Omofolabo Ajayi-Soyinka, Byron Caminero-Santangelo, Paulyn Cartwright, Chris Elles, Allison Gabriele, Tanya Hart, Paul Johnson, Eve Levin, Edward Morris, Milena Stanislavova, Stephanie Meador (Graduate Student), Kristine Latta (Director, COGA)

Others in attendance: Cindy Lynn (COGA), Jim Mielke (ex offico), and Lea Smith (COGA)

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

Introductions and Welcome
Dr. Morris welcomed the committee members and self-introductions were made.
**Dean’s Charges for the 2012-2013 Academic Year**

Dean Anderson charged the CGS members with the following items:

**Background**

Goal Two of Bold Aspirations focuses on the preparation of doctoral students and includes specific strategies related to funding, academic program standards, recruitment, and the size of graduate programs. Underlying this goal and the four strategies is a concern, shared by our peer institutions, of how to best support timely completion of the doctoral degree.

In 2010-2011, the CGS was charged with encouraging departments to review time to degree and degree completion impediments. Their work identified a series of KU best practices, including the use of graduate student handbooks and annual graduate student reviews and evaluations.

Building upon this work, the Dean of the CLAS charges the CGS with the following:

**Charges**

1. Identify best practices that, based upon national data and current departmental practices, hold the most promise for reducing doctoral student time to degree and improving doctoral completion rates at KU. (Due 3/1/2013)

2. Recommend approaches (e.g., pilot initiatives, incentives, policy, monitoring) to speed the adoption of these best practices or other promising innovations by College departments. (Due 5/3/2013)

**Carryover Charge from 2011-2012**

Define a series of best practices and learning outcomes for the graduate teaching and research experiences (e.g., GTAs and GRAs) of graduate students that can be shared with CLAS graduate programs. Graduate programs will be outlining a series of learning outcomes for graduate student training, and they would potentially benefit from a series of best practices or examples of learning outcomes for the teaching and research training we are providing to our students in the CLAS. Finally, the GTA Evaluation Policy will be implemented over this academic year, and a clear set of learning outcomes may inform the evaluation process such that it is more integrated into the overall training plan for each graduate student with this opportunity in the CLAS. The Dean is seeking a set of guidelines and best practices for learning outcomes that specifically pertain to the GTA/GRA experiences of our students. (Due 11/16/2012)

*Status:* In 2011-2012 the PPA began work on this charge by developing and administering a survey of all Graduate Teaching Assistants and Directors of Graduate Study in the College. The results of these surveys will be made available to the 2012-2013 PPA sub-committee for their analysis. In addition, the Director of COGA will provide the committee with a summary of findings from her research on practices at peer institutions that relate to GTA & GRA Learner Outcomes.

**Approval of the Minutes**

A motion was made and seconded to approve the May 10, 2012, minutes of the Committee on Graduate Studies, as written. The motion was approved unanimously.

**The CGS 2010-2011 Annual Report**

Dr. Morris and Dr. Latta gave a brief overview of the annual report. It will be presented at the College Academic Council meeting on September 13, 2012.

**CGS Chair Elections**

Dr. Levin expressed interest in chairing the 2012-2013 CGS. The committee voted to approve Dr. Levin as nominated.

**Sub-committee Responsibilities & Member Elections**

Dr. Latta provided a review of the subcommittees’ responsibilities which were discussed by the membership. Member Elections were held.
Curricular Changes Subcommittee: Chris Elles, Paul Johnson, and Milena Stanislavova. Cindy Lynn serves as COGA Liaison.

Petitions & Program Changes Subcommittee: Allison Gabriele, Byron Caminero-Santangelo, and Tanya Hart. Lea Smith serves as COGA Liaison.

Policies, Procedures and Awards Subcommittee: Stephanie Meador (Graduate Student), Omofolabo Ajayi-Soyinka, Paulyn Cartwright, and Ed Morris. Kristine Latta serves as COGA Liaison.

New Business

CGS Submission Deadlines Calendar (2012-2013) was presented and was also posted to BlackBoard.

Dr. Latta requested to table discussion of the process for handling CLAS policies subsequently adopted by Graduate Studies. The topic was tabled for a later date.

Dr. Latta provided a review of Department Nominations for Graduate Scholarships. Nominees for the Allen S. Wilber Scholarship and the Kate Stephens Fellowship will be reviewed by the PPA Subcommittee.

Dr. Latta thanked Dr. Morris for his leadership, service and dedication to CGS.

There being no further business, the meeting was adjourned by Dr. Morris at 12:30.

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

The next meeting of the Committee on Graduate Studies is Thursday, September 13, 2011, 11:00 AM, 210 Strong Hall.

Respectfully submitted by Cynthia Lynn, COGA

II. Policies, Petitions & Awards Subcommittee Report

Update on GTA/GRA Learner Outcomes Charge (Paulyn Cartwright)

III. Curricular Changes Subcommittee Report

The Curricular Changes Subcommittee recommends the following new course and course change, to the CGS:

NEW COURSES

Liberal Arts and Sciences

LA&S 710

LA&S 710 Computer Assisted Language Learning (1) An introduction to the use of computer-based technologies in language learning and teaching. A project-based approach will combine discussions of current research with hands-on technical training. Consent of instructor LEC.
JUSTIFICATION
This course is intended for current and future teachers interested in the use of computer-based technology in language teaching and learning. Similar content has been taught as LA&S 740 - Computers for the Classroom (spring semesters '00-'06), but this course will focus on issues specific to the teaching and learning of a second/foreign language. Much of the content of this course is currently being taught on an ad hoc basis through workshops at the Ermal Garinger Academic Resource Center (KU's "language lab") and short units within existing foreign language methodology courses. This course is intended as a more formal mechanism to deliver this content and will likely be offered in an online format.

COURSE CHANGES

UKRA 512-516

UKRA 512-516 Intensive Ukrainian I and II (5) Ukrainian - Intensive Ukrainian I (5 / U) Fall 2012 A practical Ukrainian language course involving advanced study of the grammar and reading of texts on a variety of subjects, conversation, and composition. Taught in Ukrainian. Three years of another Slavic language or permission of instructor. LEC.

JUSTIFICATION:
UKRA 512-516 Advanced Ukrainian Language & Culture (3) Prerequisites: Three years of Slavic language or permission of instructor. The change(s) to this course will first take effect Spring 2013 and the course will be offered every year thereafter.

We would like the Ukrainian language sequence (UKRA 104/108 Elementary Ukrainian I & II [5 SCH]; UKRA 204/208 Intermediate Ukrainian I & II [3 SCH], and the proposed UKRA 512-516 Advanced Ukrainian Language and Culture I & II [3 SCH]) to conform to the sequencing SLL currently uses for Serbo-Croatian and Polish, the other less commonly taught languages offered by the Department. Credits for three years of instruction in the other languages are distributed 5/3/3 SCH, with some flexibility built into the third year (reflected by change of title for this course) that allows the instructor to tailor the course to students beginning serious reading in the language while continuing to refine their language skills. The three years of previous language study or permission of instructor remain as prerequisites, but the word "another" has been removed so that this course can serve both students who have previously studied Ukrainian, but also those students who have studied Russian or Polish to the advanced level and seek to expand their language capacity. Most students enroll in this course with a combination of Russian and Ukrainian language study. This change will allow the instructor to tailor the third-year sequence to the profile of the students enrolled. Three SCH conforms to customary credit distribution in advanced language courses.

IV. Petitions & Program Changes Subcommittee Report

V. Old Business

VI. New Business

A. Quick Tour of COGA Website
B. Medical documentation for petitions