Meeting of the Committee on Graduate Studies
College of Liberal Arts & Sciences—210 Strong Hall
April 23, 2009-11:00 a.m.

AGENDA

I. APPROVAL OF THE APRIL 9, 2009 CGS MINUTES

II. REPORT OF THE PETITIONS AND PROGRAM CHANGES SUBCOMMITTEE
   A. WGSS Master of Arts and Doctor of Philosophy Program Changes
   B. Sociology Proposed Changes to Master’s and Doctoral Programs
   C. Applied Behavioral Sciences Comprehensive Examination Change

III. REPORT OF CURRICULAR CHANGES SUBCOMMITTEE
   A. NEW COURSES
      ABSC 802, GEOG 801, GINS 898, SOC 810, SOC 820
   B. CHANGE IN COURSE LISTINGS
      CHEM 812, EALC 747, GINS 882, SOC 790
   B. DELETION OF COURSES
      SOC 990

IV. OLD BUSINESS
   A. Discussion of Proof of Consultation with Other Departments
      AAAS732
   B. Discussion of CGS calendar dates for upcoming academic year
   C. Returned Course Changes
      GERM 710, GERM 900

V. NEW BUSINESS
A. Changes to the online Curricular Change Form

B. Final Report for the 2008-2009 Committee on Graduate Studies

VI. ENTERING/EXITING COMMITTEE MEMBERS
The meeting was called to order by Allan Hanson at 11:04 AM.

Minutes

The committee approved the March 26, 2009 minutes as written.

Report of the Petitions and Program Changes Subcommittee

Dr. Lindsey reported on the proposed changes in graduate degree requirements for the Department of Applied Behavioral Sciences. The department is proposing changes to the comprehensive oral examination and would like to include a qualifying exam in its degree requirements. After discussion, the committee expressed concerns which require clarification from the department.

First, it is not clear in the proposal how the Qualifying Exam will address students who earned an MA degree from a different institution and are admitted to the Applied Behavioral Sciences Ph.D. Program, since it states that “...a final grade of pass must be obtained within one year of the successful thesis defense...”. Another situation this aspect of the description does not address is if a student earned the M.A. degree at KU several years before, and is returning to pursue the Ph.D. degree.

Second, the one week time period specified for the Qualifying Exam revealed different interpretations among committee members. This suggests that there is ambiguity in the description of this examination process. Thus, the committee would like to know more details about the administration of the exam which occurs during this one week period. Specifically, is the topic chosen by faculty or the student, and when is the student informed of the topic?

Third, while the time limit is stated for the Qualifying Exam, there is no evident time limit for the Comprehensive Examination. The committee would like to know if the department will have a time limit on the Comprehensive Examination, and when this exam should be completed during the course of the student’s graduate career.

Lastly, the committee would like more clarity regarding the intent and goals of these proposed changes and how they fit into the M.A. and Ph.D. programs overall.
The CGS RETURNED the proposal to the Department of Applied Behavioral Sciences with the request to provide more details to address the concerns listed above. The Subcommittee plans to review the forthcoming revised proposal in context with current M.A. and Ph.D. programs.

Report of the Subcommittee on Curricular Changes

A. New Courses

The CGS APPROVED the following new courses: PUAD 856

PUBLIC ADMINISTRATION

PUAD 856 Management and Information Technology (3). An introduction to the concepts of information policy and management of technology within governmental organizations. The course covers the effects of technology on government and society as well as information policy (privacy, security and access) and their importance to democracy. The course also includes a leadership perspective on planning, funding, and implementation of technology systems in governmental organizations as well as the role of Chief Information Officer. LEC

JUSTIFICATION FOR NEW COURSE
Management of information and technology has become a major field of study within public administration. Increasingly governments depend on technology to deliver services and manage internal governmental environments. Information policy are important to data and information management in governmental organizations including legal and ethical approaches to privacy, security and transparent sharing of information with citizens. We have offered the topics course in this area for the past three years. Students have found the content of the course to be valuable and applicable to their professional roles. We now seek to make this course an elective.

The CGS RETURNED the following new course: GERM 710

GERMANIC LANGUAGES & LITERATURES

CHANGE: NEW COURSE
GERM 710 Workshop for M.A. Students (1). Discussion of policies in the M.A. program, examinations, thesis proposals, writing of theses, grant proposals, conference presentations, publications of scholarship, and entrance into the academic job market. Required of all M.A. students in the first year in the program. Does not count toward completion of 30 hours of course work for the M.A. IND

JUSTIFICATION FOR NEW COURSE
We wish to provide practical information for the professional development of students in the German M.A. program. This course is parallel to the existing 900 course for Ph.D. students.

Note: The department chose to split GERM 900 as recommended by the committee on February 26, 2009, and use the number 710 for an MA level course. The current concern of the committee is in regards to whether the course is a degree requirement. The course description states that the course is required of all M.A. students. However, the Curricular Change Form indicates the course does not fulfill any degree requirements.

The CGS requested clarification on whether this course fulfills a degree requirement, and also recommended the course designation be changed to SEM. If this is to be a required course for the MA degree, a program change should accompany this submission to the CGS as well.

B. Course Deletions

The CGS APPROVED the following course deletion: TH&F 894

TH&F 894 Seminar for Film Interns (1-3). To be taken concurrently with graduate internship or employment with an approved film or video production company. Discussion and critical evaluation of work experience with faculty adviser and job supervisor. RSH

JUSTIFICATION FOR DELETION
This course requirement is being met by TH&F 895 (being renamed FMS 895). TH&F 894 has not been used for a number of years and the Film faculty does not anticipate using it in the future.

Old Business

A. Returned Course Changes

The following Germanic Languages & Literatures courses were first presented at the CGS meeting of February 26, 2009, and were returned to the department with the request to provide clarification. The department met the committee’s request for GERM 801, but further clarification is required for GERM 900.

The CGS APPROVED the following new course: GERM 801

GERM 801 Practicum for GTAs (1). Discussion of matters relating to the teaching of German in specific courses. Required of all GTAs in each semester of teaching, unless enrolled in GERM 800. Does not count toward completion of 30 hours of course work for the M.A. or 27 hours of course work for the Ph.D. IND
JUSTIFICATION FOR NEW COURSE
All beginning GTAs must take “GERM 800 Teaching German as a Second Language” in their first semester of teaching. In subsequent semesters all GTAs will take this follow-up practicum. GTAs will continue their training by out GTA coordinator with course specific instruction and advice throughout their tenure as a GTA in German at KU. This enhances our effort to provide a more professional preparation of our graduate students for their careers in language teaching.

The CGS RETURNED the following course changes: GERM 900

CHANGE: COURSE LISTING
(OLD)
GERM 900 Workshop for Ph.D. Students (1). Introduction to job-seeking skills, including use of the computer, grant application and publication skills. To be taken in the first year of Ph.D. work. Meets in the first four weeks of the Spring semester. LEC

(NEW)
GERM 900 Workshop for Ph.D. Students (1). Discussion of policies in the Ph.D. program, research specializations, examinations, dissertation proposals, writing of dissertations, grant proposals, conference presentations, publication of scholarship, and entrance into the academic job market. Required of all Ph.D. students in the first year in the program. Does not count toward completion of 27 hours of course work for the Ph.D. IND

JUSTIFICATION FOR CHANGES
Changes in needs of doctoral students.

Note: The department chose to split GERM 900 as recommended by the committee on February 26, 2009, and use the number 710 for an MA level course. The current concern of the committee is in regards to whether the course is a degree requirement. The course description states that the course is required of all Ph.D. students. However, the Curricular Change Form indicates the course does not fulfill any degree requirements.

The CGS requested clarification on whether this course fulfills a degree requirement, and also recommended the course designation be changed to SEM.

B. Master’s Final Exam vs. Master’s Thesis Defense

Lea Smith reported on department responses regarding the administration of Master’s examinations. Another discussion ensued regarding the clarity of the policy printed on page 18 in the 2007-2009 Graduate Catalog. The committee agreed that there should be a comprehensive examination component, but it
should not necessarily have to take place separately from the Thesis defense. The language of the policy needs to clearly state the requirement, and give departments flexibility to administer the exams efficiently. It was also suggested that the policy be plainly visible in the catalog because it is currently not easy to find.

_Dr. Hanson and Dean Peterson will adjust the language of the policy to meet the concerns expressed by the CGS, and a draft will be presented to Dean Rosen in Research & Graduate Studies._

**Note:** Subsequent to the meeting, Dr. Hanson and Dean Peterson proposed revised wording and circulated it to all committee members as follows:

**Page 18, M.A. And M.S. Degrees; middle of first column:**

(Current language):

"A final general examination in the major subject is required of all candidates for the Master of Arts or Master of Science.....

.... At the option of the department, this examination may be oral or written, or partly oral and partly written. In some departments, passing a written examination is a necessary preliminary to taking the oral examination by which success or failure is judged...

...In thesis programs, a thesis defense may be a part of the degree requirements. However, such a defense does not take the place of the required general examination in the major field."

(Suggested replacement to bolded text above):

...In thesis programs, an oral thesis defense may be one of the degree requirements. Such a defense may be offered in addition to, or in conjunction with, the required general examination in the major field.

C. Post-comprehensive enrollment policy

At the last meeting of the CGS, Dean Peterson initiated discussion regarding interpretations of the policy found on page 20 of the 2007-2009 Graduate Catalog. The committee requested a report that outlined the interpretations and issues of the policy for review.

Dean Peterson reported that Dean Rosen is currently taking administrative steps to address the issue. After brief discussion of the policy, the CGS decided that any additional concerns may be presented to Graduate Studies in their upcoming meetings.
No further action needs to be taken by the CGS as a whole.

D. Inclusion of FLORS designation on Curricular Change Forms

The committee discussed the reasons for including the question on the Curricular Change Form pertaining to whether the course was designated to fulfill Foreign Language or Research Skills. It was decided that this portion of Question #6 is not necessary because it is addressed internally by the department.

The CGS APPROVED the deletion of this section of Question #6 on the Curricular Change Form.

E. Discussion of CGS calendar dates for upcoming academic year

The CGS TABLED this discussion because of time constraints for the meeting.

Report of the Policies & Procedures and Awards Subcommittee

Dr. Gerbert announced the recipients of the 2009 Alexander/Wright Graduate Mentor Awards and the 2009 Outstanding Thesis/Research Project Awards.

Twenty seven nominations were submitted for the Graduate Mentor Awards, and the Subcommittee chose four faculty members to receive this prestigious award. Seven nominations were proposed for the Outstanding Thesis/Research Project Awards, and two graduate students were chosen.

The faculty members will be honored at the Graduate Recognition Ceremony and will receive a monetary award. The awards will be presented to the Master’s Degree students at the Master’s Hooding Ceremony.

The CGS APPROVED the list of recipients presented by the Subcommittee to receive the awards. Additionally, the CGS agreed that Curriculum Vitae should be submitted with student nominations as well in subsequent years.

Note: The recipients will be listed in the Minutes after the awards have been presented at the ceremonies.

New Business

Dr. Hanson requested the following items be addressed at the next meeting of the CGS:

1. Consideration of steps to enforce the requirement that written evidence from other interested programs be provided for new courses and course changes that overlap the
subject matter commonly taught by those other programs.

2. Dean Peterson indicated the likelihood that the WGSS Doctoral Program Proposal would come back to the committee for further consideration.

The meeting was adjourned by Allan Hanson at 12:46 PM.

The next meeting of the CGS will be on April 23, 2009, 11:00 am – 12:30 pm, Strong Hall, Room 210.

Respectfully Submitted by Savanna Trent, COGA
II. REPORT OF THE SUBCOMMITTEE ON PETITIONS AND PROGRAM CHANGES

A. WGSS Master of Arts and Doctor of Philosophy Program Change Proposal
   Presented by Lea Smith

B. SOCIOLOGY Proposed changes to Master’s and Doctoral Programs

C. Applied Behavioral Sciences Comprehensive Examination Change

Savanna Trent informed the department of the CGS concerns. Below is the letter, and the department’s response is in italics.

Dear Dr. Madden,

The Committee on Graduate Studies (CGS) reviewed the proposed changes to graduate degree requirements for the Department of Applied Behavioral Sciences at the April 9, 2009 meeting. After discussion, the committee expressed the following concerns which require clarification.

First, it is not clear in the proposal how the Qualifying Exam will address students who earned an MA degree from a different institution and are admitted to the Applied Behavioral Sciences Ph.D. Program, since it states that “a final grade of pass must be obtained within one year of the successful thesis defense…”. Another situation this aspect of the description does not address is if a student earned the M.A. degree at KU several years before, and is returning to pursue the Ph.D. degree. I believe the committee would like to see language added to clarify whether the rule applies to students who earned the M.A. degree at KU.

Changes were made in two places to the first paragraph. We now clearly state that students have 1 year to complete the comprehensive exam after either a) they are admitted to the graduate program having previously completed their master’s degree or b) they successfully defend their master’s thesis.

Second, the one week time period specified for the Qualifying Exam revealed different interpretations among committee members. This suggests that there is ambiguity in the description of this examination process. Thus, the committee would like to know more details about the administration of the exam which occurs during this one week period. Specifically, is the topic chosen by faculty or the student, and when is the student informed of the topic?

Topics are developed by the student’s advisor and these are approved by the department’s Comprehensive Exam Committee before the student begins the comprehensive exam. When the student picks up his/her comprehensives topics, the clock is started and the comp is due in exactly one week. We have provided a copy of the relevant portions of the ABS Graduate Student Handbook with our revision.

Third, while the time limit is stated for the Qualifying Exam, there is no evident time limit for the Comprehensive Examination. The committee would like to know if the department will have a time limit on the Comprehensive Examination, and when this exam should be completed during the course of the student’s graduate career.

Having discussed the issue with Rebecca Peterson, Dr. Morris and I are in agreement that what was previously described as a qualifying exam, is in fact our comprehensive exam. It was the intention of the previous proposal to put in place a mechanism for evaluating the competencies of students within one year of having completed the Master’s degree. Those who passed this
assessment would be allowed to continue in the program and those that did not would be dropped. The proper way of conducting this assessment is a comprehensive exam and we believe the proposed qualifying exam (which we have renamed the comprehensive exam) allows us to make this assessment. This change will mean that the remaining pre-dissertation milestones required by the department (coursework, pro-seminar presentation, three editorial critiques, and an orally defended review paper) will be milestones, rather than being part of a comprehensive exam. This change is one that we believe will be supported by members of our department, but this cannot be guaranteed.

Lastly, the committee would like more clarity regarding the intent and goals of these proposed changes and how they fit into the M.A. and Ph.D. programs overall.

III. REPORT OF CURRICULAR CHANGES SUBCOMMITTEE

A. NEW COURSES

APPLIED BEHAVIORAL SCIENCES

CHANGE: NEW COURSE

ABSC 802 Behavior Analysis in Developmental Disabilities (3). A graduate seminar that includes an overview of the behavioral characteristics of various developmental disabilities and examination of empirically-supported behavioral approaches to the study and treatment of developmental disabilities. Topics will include classification and etiology, motivation, methods for developing appropriate skills, assessment and treatment of behavior disorders, staff training, and legal and ethical issues related to treatment. Prerequisite: ABSC 796 and instructor permission.

JUSTIFICATION
I am requesting to add this course for several reasons. First, I am a new faculty and this is my area of specialization. Second, the course adds to the variety of courses meeting the advanced graduate student curriculum requirements. Third, a similar course is not currently provided and is a much needed addition because of the historical and current importance of the field of applied behavior analysis for intervention for individuals with developmental disabilities.

GEOLOGY

CHANGE: NEW COURSE

GEOG 801 Indigenous Peoples of the World (3). A survey of the native peoples of the world at the time of contact with Europeans. An overview will be presented of various Indigenous cultures. A few detailed studies of selected groups will be used to explore environmental settings, settlements
and subsistence patterns, and the world view of the Western Hemisphere’s Indigenous societies. (Same as GINS 801). LEC

JUSTIFICATION
Since this course will be taught in the department as a cross-listed course with Global Indigenous Nations Studies into the foreseeable future, this will provide its own unique designation.

GLOBAL INDIGENOUS NATIONS STUDIES

CHANGE: NEW COURSE

GINS 898 Master’s Non-Thesis (3). (1-6). Master’s non-thesis credit for Global Indigenous Nations Studies students. NON-THE. Prerequisite: Permission of Instructor

JUSTIFICATION FOR NEW COURSE

This course number is proposed to differentiate between the students who complete their M.A. Degree by choosing a non-thesis project and those that complete a thesis (GINS 899).

SOCIOLOGY

CHANGE: NEW COURSE

Course Description: SOC 810 Sociological Inquiry (3). The goals of this course are to understand the characteristics of sociologically interesting and rigorous research and to design a research proposal that shares those characteristics. The focus of students’ proposals will be their M.A. thesis project. Students will read books and articles representing a variety of research approaches (ethnographies, surveys, interviews, document analyses, historical studies, comparative research, etc.), and will deconstruct them in order to understand their theoretical and methodological significance. Assignments will include a completed M.A. thesis proposal.

JUSTIFICATION FOR NEW COURSE

Need for course which focuses on the writing of a M.A. thesis proposal both to improve the quality of M.A. theses and to reduce time to degree.

CHANGE: NEW COURSE

Course Description: SOC 820 Political Sociology (3). This course offers an overview of the different perspectives and key arguments comprising the field of political sociology, including both classical and contemporary readings. The issues studied in this field include the nature of power and the nature of the state, relations between state and society, social movements, political organization and civic participation, political culture, voting behavior, comparative political systems, warfare, democracy and economic development, citizenship, nationalism, revolutions, and globalization.
JUSTIFICATION FOR NEW COURSE

Absence of course in political sociology from catalog.

B. CHANGE IN COURSE LISTINGS

CHEMISTRY

CHANGE: CREDIT, COURSE DESCRIPTION

(OLD)
CHEM 812 Chemical Seminar (1-2). Individual studies of certain advanced phases of chemistry not covered in the regular graduate courses. RSH

(NEW)
CHEM 812 Chemical Seminar (1-3). Individual studies of certain advanced phases of chemistry not covered in the regular graduate courses. IND

JUSTIFICATION FOR CHANGE

Chemistry is offering a class this summer that has sufficient content and contact hours supporting three hours of graduate credit. We want to extend the options for CHEM 812 to include 1-3 credit hours. The current usage of this course in Chemistry is more in line with an IND designation.

EAST ASIAN LANGUAGES AND CULTURES

CHANGE: COURSE TITLE

(OLD)
EALC 747/HIST 747 Teaching About East Asia (2) An advanced survey of the history, culture, and contemporary affairs of China, Japan and Korea, specifically designed for K-12 educators who wish to incorporate East Asian topics into their classroom teaching. Pedagogical methods and resources for the study of East Asia will be emphasized. Topics covered will address relevant benchmarks in the state curricular standards in social studies, themes from the Advanced Placement world history examinations and the national standards in world history.

(NEW)
EALC 747/HIST 747 East Asian History and Culture for Teachers (2) An advanced survey of the history, culture, and contemporary affairs of China, Japan and Korea, specifically designed for K-12 educators who wish to incorporate East Asian topics into their classroom teaching. Pedagogical methods and resources for the study of East Asia will be emphasized. Topics covered will address relevant benchmarks in the state curricular standards in social studies, themes from the Advanced Placement world history examinations and the national standards in world history. (Same as HIST 747). Prerequisite: Approval of the instructor. LEC
JUSTIFICATION FOR CHANGE

Rationale: Under the No Child Left Behind regime, K-12 teachers are under pressure to have advanced training in content areas (like history). Some teachers who have taken this course have not been able to get professional development credit from their districts because the current course title sounds more pedagogical than content oriented. The proposed new title should satisfy districts concerned about NCLB and still capture the nature of the course accurately.

GLOBAL INDIGENOUS NATIONS STUDIES

CHANGE: CREDIT HOURS

(OLD)
GINS 882 Native American Natural Resources (2.5-3). This course provides a detailed examination of natural resource law as it applies to Indian Country. Among the topics to be discussed are water law, environmental protection, and subsurface property rights. While not a prerequisite, it is recommended that students take Federal Indian Law before enrolling in this course. (Same as LAW 967.) Prerequisite: Permission from instructor. LEC.

(NEW)
GINS 882 Native American Natural Resources (2-3). This course provides a detailed examination of natural resource law as it applies to Indian Country. Among the topics to be discussed are water law, environmental protection, and subsurface property rights. While not a prerequisite, it is recommended that students take Federal Indian Law before enrolling in this course. (Same as LAW 967.) Prerequisite: Permission from instructor. LEC.

JUSTIFICATION FOR CHANGE

The Law School was approved for a course change in credit hours for their course LAW 967; it is the same as GINS 882. LAW 967 was changed from “2.5-3” hours to “2-3” HOURS. Therefore, on March 26, 2009, GINSP was notified by the Law School to do the same.

SOCIOLOGY

CHANGE: TITLE

(OLD)
SOC 790 M.A. Proseminar (3). Introduction to major disciplinary issues, departmental research specialties, faculty research interests, interdisciplinary connections, funding sources, and professional writing. Required of M.A. students entering the graduate program in sociology. May not be taken by those who have credit for SOC 990. Graded on satisfactory/unsatisfactory basis. LEC
(NEW)

**SOC 790 Proseminar** (3). Introduction to major disciplinary issues, departmental research specialties, faculty research interests, interdisciplinary connections, funding sources, and professional writing. Required of M.A. students entering the graduate program in sociology. May not be taken by those who have credit for SOC 990. Graded on satisfactory/unsatisfactory basis. LEC

**JUSTIFICATION**

Title change will allow all graduate students to enroll in the same proseminar course, which represents current practice within the department. Note that the course description remains the same.

**B. DELETION OF COURSES**

**SOCIOLOGY**

**Deletion of course: SOC 990 Ph.D. Proseminar**

**SOC 990 Ph.D. Proseminar** (3). Survey of major disciplinary issues and introduction to departmental research specialties, faculty research interests, interdisciplinary connections, funding sources, and professional writing. Required of Ph.D. students entering the graduate program in sociology. May not be taken by those who have credit for SOC 790. Graded on satisfactory/unsatisfactory basis. LEC

**VII. OLD BUSINESS**

A. Discussion of Proof of Consultation with Other Departments

B. Discussion of CGS calendar dates for upcoming academic year

C. Returned Course Changes

The CGS decided at the last meeting to return the following Germanic Languages & Literatures courses to the department with the request to provide clarification. GERM 900 was first presented at the CGS meeting of February 26, 2009, and GERM 710 at the meeting of April 9, 2009.

**Note:** The department chose to split GERM 900 as recommended by the committee on February 26, 2009, and use the number 710 for an MA level course. The current concern of the committee was in regards to whether the course is a degree requirement. The course description states that the course is required of all M.A. students. However, the Curricular Change Form indicates the course does not fulfill any degree requirements.
CHANGE: NEW COURSE

GERM 710 Workshop for M.A. Students (1). Discussion of policies in the M.A. program, examinations, thesis proposals, writing of theses, grant proposals, conference presentations, publications of scholarship, and entrance into the academic job market. Required of all M.A. students in the first year in the program. Does not count toward completion of 30 hours of course work for the M.A. IND

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We wish to provide practical information for the professional development of students in the German M.A. program. This course is parallel to the existing 900 course for Ph.D. students.

The CGS requested clarification on whether this course fulfills a degree requirement, and also recommended the course designation be changed to SEM. If this is to be a required course for the MA degree, a program change should accompany this submission to the CGS as well.

CHANGE: COURSE LISTING

(OLD)

GERM 900 Workshop for Ph.D. Students (1). Introduction to job-seeking skills, including use of the computer, grant application and publication skills. To be taken in the first year of Ph.D. work. Meets in the first four weeks of the Spring semester. LEC

(NEW)

GERM 900 Workshop for Ph.D. Students (1). Discussion of policies in the Ph.D. program, research specializations, examinations, dissertation proposals, writing of dissertations, grant proposals, conference presentations, publication of scholarship, and entrance into the academic job market. Required of all Ph.D. students in the first year in the program. Does not count toward completion of 27 hours of course work for the Ph.D. IND

JUSTIFICATION FOR CHANGES
Changes in needs of doctoral students.

The CGS requested clarification on whether this course fulfills a degree requirement, and also recommended the course designation be changed to SEM.

Department’s Response
Dr. Keel provided the following information to address the committee’s concerns:

These two "courses" are informational meetings for the professional development of our graduate students -- we do require that they take the courses if they wish to be a graduate student in either the MA or PhD programs in German, but the two courses do not technically fulfill a "degree
requirement" as such and may not be counted as part of the academic course requirement for either degree. This is a way for our staff to make certain that each student gets the necessary information for their careers and keep track of it on paper -- you could argue that this is a formal, intensive advising/mentoring session. These are not seminars where the students actually do research and submit any academic work. They may be asked to draft a CV and write sample letters of application for positions and the like or participate in mock job interviews. If the committee absolutely insists they can change the designation, but I really think IND is more appropriate, Bill Keel

VIII. NEW BUSINESS

A. Changes to the online CCF

College of Liberal Arts & Sciences
Graduate Curricular Change Form

Please complete the following steps:

(1) Send hard copy of signed form to Leatrice Smith, College Graduate Office, 200 Strong Hall
(2) E-mail completed form to gonzo@ku.edu

Please call 864-4147 if you have questions.

Submission deadlines can be found at http://www2.ku.edu/~clas/faculty/policies/ under CGS Change Form Deadlines

Recommendation for Graduate Level Curricular Change

From: _________________________________

______________________________
Department or Program Signature of Chairperson or Director

Person to contact about questions: _________________________ KU Phone: ______________

This is a request for a:

___ New Course
___ Change in Course Listing

___ Number ___ Title ___ Credit ___ Prerequisite ___ Course Description ___ Other

___ Cross Listing of Course
___ Deletion of Course
1. **Proposed Course Description.** In all cases (except for course deletions) state course as you wish it listed in catalog, giving department, number, title, credit, distribution designation, description, prerequisite, and type of course (LEC, SEM, LAB, FLD, etc.). See sample below for accepted format.

**Sample Course Description:**
PSYC 783 Research Methods in Child Language (3). A survey of methods for studying phonological, morphological, syntactic, and semantic change during language development. Methods include: diary interpretation, language sample analysis, probe elicitation tasks, and clinical assessment. Prerequisite: PSYC 791 or equivalent or consent of instructor. LEC

**Proposed Course Description in box below:**

Please include description exactly as it will appear in the Graduate Catalog, prerequisite and type of course (LEC, SEM, LAB, FLD, etc.).

2. **Prerequisite for Proposed Course.** Prerequisites should be repeated exactly as written in proposed course description.

3. **Existing Course Description.** Please provide the former course description exactly as it appears in the current Graduate Catalogue, including prerequisite and type of course (LEC, SEM, LAB, FLD, etc.).

4. Does this course title and/or description appear under any other rubric and/or number in either the undergraduate or graduate catalog of courses? If so, which one?

5. **Prerequisite for Existing Course.** Please list existing prerequisites from the previous course description.

6. **Justification for the Course Change.** (Attach extra sheet if necessary.)
7. **Is this course (check yes or no for EACH):**
   - an elective (yes/no)
   - a specific degree requirement (yes/no) *(If yes, answer question below)*

   Please specify which, if any, specific degree requirement(s) the course fulfills.

8. **When will this course be offered for the first time?**

9. **How frequently will the course be offered thereafter?**

10. **Consultation with Other Department(s) and Other Schools of the University.** If this course is of major concern to another department(s) in the College or school, consultation and supportive documentation is required. Please include supportive statements from the appropriate department(s) or school with this request. (This includes any changes that would affect course offerings or degree/major requirements of other departments, programs, or schools.) **Please note:** supportive documentation from other schools must come from the dean’s office of the school.

    THIS SECTION FOR OFFICE USE ONLY

    Date Reviewed by Dean:____________________  Comments:___________________________
    ________________________________
    Date Approved by CGS:____________________  Comments:___________________________
    ________________________________
    Date Approved by College Assembly:_______  Comments:___________________________
    ________________________________
    Date Graduate School Notified:____________  Comments:___________________________
    ________________________________
    Date Office of the Registrar Notified:_______  Date Department/Program Notified:______

B. **Final Report for the 2008-2009 Committee on Graduate Studies**