The meeting was called to order by Brian Laird at 11:03 AM.

Minutes
A motion was made and seconded to approve the January 14, 2010, minutes of the Committee on Graduate Studies as written. The motion was approved unanimously.

Report of the Curricular Changes Subcommittee
(Gwen Macpherson, reporting)
- 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.
  Course listings: MATH 724, MATH 725

Report of the Petitions & Program Changes Subcommittee
(William Lindsey, reporting)
- A motion was made and seconded to approve both the renewals for the Brazilian Studies Graduate Certificate Program and the Mexican and Central American Studies Graduate Certificate Program. The motion was approved unanimously.
- Tanya Hartman and Gina Westergard were present to discuss proposed changes in the naming and requirements of the Master of Fine Arts (MFA) graduate program in the newly reconstituted Department of Visual Art in the new School of the Arts. The proposal was amended such that the request to change the coding of Textile Design (TD) courses to Textiles/Fibers (TXF) was removed, yet the change in name of one of the program concentrations from Textile Design to Textiles/Fibers was retained. A motion was made and seconded to approve the new MFA degree in Visual Art with concentrations in Ceramics, Drawing/Painting, Expanded Media, Metalsmithing/Jewelry, Printmaking, Sculpture, and Textiles/Fibers. The motion was approved unanimously.
- Please note – The curricular change forms for the courses in new MFA will be submitted at a later time.

Waiting Grade Policy and/or Procedural Changes
(Rebecca Peterson, reporting)
- Brian Laird had previously brought up how the ARTS form was not consistently providing an accurate view of a graduate student’s record. Similarly, the frustration with the placeholder for “waiting grades” (WG) on the ARTS form was also discussed by committee members. Dean Peterson was charged with drafting language to require that WGs are cleared up before students can advance to candidacy or graduate.
- A motion was made and seconded to approve the proposed College policy to not allow students to take comprehensive oral or final examinations if there are WGs on the student’s academic record. The motion was approved unanimously.
- Dean Peterson also presented a suggested procedural change regarding the WG that was being evaluated by the Office of the University Registrar (OUR) and asked for the committee members to provide their feedback.
- The committee members expressed concerns regarding the hand entry of a WG by the OUR for faculty who have neglected to file grades by the deadline. They were also not in favor of the suggestion to hand enter “F” grades instead of waiting grades. There was some discussion regarding the entry of “A” grades instead, since the absence of a grade is the fault of the faculty and not the student. The committee members were worried that any assignment of a grade by OUR could potentially result in frustrated students and
faculty members, as well as more paperwork for the OUR. A summary of the committee’s concerns will be forwarded to the OUR for their consideration.

**New Business**
- The committee was encouraged to announce the 2010 Chancellor’s Student Awards to their colleagues and to nominate students who meet the award criteria.

There being no further business, the meeting was adjourned by Brian Laird at 12:24 PM.

**Upcoming Meetings**

The next meetings of the CGS Subcommittees are **Thursday, February 4, 2010**.
- Curricular Changes Subcommittee, **11:00AM, Strong 210**
- Petitions & Program Changes, **TBA**
- Policies, Procedures, and Awards, **TBA**

The next meeting of the Committee on Graduate Studies is **Thursday, February 11, 2010**, 11:00 AM, 210 Strong Hall.

_Respectfully submitted by Savanna Trent, COGA_