I. Approval of the January 28, 2010 CGS Minutes

II. Report of the Curricular Changes Subcommittee
   - New course: BIOL 804
   - Course changes: GERM 899, PUAD 836

III. Report of the Petitions & Program Changes Subcommittee
   - Public Administration program change proposal
   - Molecular Biosciences program change proposal (1)
   - Molecular Biosciences program change proposal (2)
   - Chemistry program change proposal

IV. Dean’s Charges Reports
   - Blackboard
   - Enrollment policies
   - Grading policies
   - Curricular change processes

V. Old Business

VI. New Business
   - New charge: Retroactive withdrawal guidelines
   - Change in Graduate Requirements Approval Form – Format feedback
I. Approval of the January 28, 2010 CGS Minutes

College of Liberal Arts & Sciences
Committee on Graduate Studies
Minutes – January 28, 2010

Committee members in attendance: Jeannette Blackmar, Bart Dean, Boone Hopkins, Caroline Jewers, Brian Laird, William Lindsey, Gwen Macpherson, Paul Mirecki, Ed Morris, Mehrangiz Najafizadeh, Lisa Rausch, Kees Van der Veen
Others in attendance: Acting Associate Dean Jim Mielke, Executive Assistant Dean Rebecca Peterson, Lea Smith (COGA), Savanna Trent (COGA)

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
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

II. Report of the Curricular Changes Subcommittee

The Curricular Changes Subcommittee recommends the following to the CGS:

1. New course

MOLECULAR BIOSCIENCE

BIOL 804 Scientific Integrity: Molecular Biosciences (1). This course introduces aspects and issues associated with being an ethical, responsible, and professional research scientist. Included topics are professional practices, regulations, and rules that define the responsible and ethical conduct of research. Graduate students will become familiar with and prepare to navigate through challenges that occur during a career in research science. The format of individual classes is expected to incorporate both instruction and discussion. Prerequisite: admission to the graduate program in Molecular Biosciences, or consent of instructor. LEC

JUSTIFICATION
This will provide a formal course for students in the graduate program in Molecular Biosciences to learn aspects important to being an ethical and professional scientist. This course will be required of all Ph.D./M.S. graduate students in the Molecular Biosciences. This course, and the topics covered, are required by many federal funding agencies to obtain and maintain grants that provide funds for graduate student training.
2. Course changes

**GERMANIC LANGUAGES & LITERATURES**

**CHANGE: CREDIT HOURS, DESCRIPTION**

**(OLD)** GERM 899 Master's Thesis (1-6). THE

**(NEW)** GERM 899 Master's Thesis (3). May not be repeated. THE

**JUSTIFICATION**

Clerical error. The degree requirements for the German MA in the Graduate Catalog spell that out--a student may opt for the thesis option and then develop a research paper into a thesis by enrolling one time in 899 with their faculty advisor--for 3 credits--and those 3 credits count as part of the required 30 hours in the program--the other 27 hours are regular graduate classes. Students must complete the thesis within that one enrollment or be essentially complete. The enrollment also must be in the semester prior to the one in which the examination for the degree is taken.

These were just clerical adjustments to make the course description fit what is in the catalog and in our Graduate Handbook--I really don't know why it had 1-6 hours in the first place--in my over 30 years here, students have always taken the course as a 3-credit course--we may have thought that a student could take the course twice at one point, but that is not the practice and has not been for quite a while. The way it is now worded in the catalog is only confusing people.

**PUBLIC ADMINISTRATION**

**CHANGE: CREDIT HOURS**

**(OLD)** PUAD 836 Introduction to Quantitative Methods (3).
Introduces quantitative approaches to examine public management and public policy decisions. Concepts of research design, probability, and inferential statistics are covered. Classwork involves computer lab work in spreadsheet and statistical analysis programs. LEC

**(NEW)** PUAD 836 Introduction to Quantitative Methods (4).
Introduces quantitative approaches to examine public management and public policy decisions. Concepts of research design, probability, and inferential statistics are covered. Classwork involves computer lab work in spreadsheet and statistical analysis programs. LEC

**JUSTIFICATION**

The department of Geography requested a cross-listing of it, and both Geography and Global Indigenous Nations Studies determined that the course description needed revision. Geography's approval is below in an email to Dean Peterson on Nov.4, in the early morning. "Becca: The Geography Department approves the revised course description for Geog 801/GINS 801. Please let me know if we need to submit a new curricular change form. Thank you. Beverly Koerner Geography Department University of Kansas"
III. Report of the Petitions & Program Changes Subcommittee

- Public Administration change in existing degree requirement proposal

Date Submitted: January 28, 2010
Dept/Program: Public Administration
Phone Number: 864-3527
GRADUATE Coordinator: Marilu Goodyear, MPA Coordinator and Department Chair
E-mail Address: goodyear@ku.edu

This is a request for (please check):

- [X] Change in exiting degree REQUIREMENT
- [ ] New certificate or equivalent
- [ ] New option or track within existing degree
- [ ] Change in existing certificate or equivalent
- [ ] Deletion of existing degree
- [ ] Deletion of existing certificate or equivalent

I. STATE PROPOSAL IN DETAIL. List all new requirements, changes or deletions. Include current requirements and specify what is being changed (if anything).

All requirements for the degree remain the same, except we are changing the number of hours for one of the required courses PUAD 836 Introduction to Quantitative Methods. This is currently a 3 hour course and we are changing it to a 4 hour course. Therefore, we wish to change the number of hours required for the degree from 37 hours to 38 hours.

II. STATE JUSTIFICATION FOR MAKING CHANGES. Give a brief, but complete, explanation of the reasons for making the proposal.

We are increasing the time spend in the PUAD 836 course on spreadsheet and statistical software work.

III. EFFECTIVE DATE. Unless otherwise requested by the department and approved by CGS and College Assembly, the new requirements will apply to students whose KU initial term is the one immediately following final approval of the requirements.

Fall, 2010

IV. CONSULTATION WITH OTHER DEPARTMENTS/SCHOOLS OF THE UNIVERSITY. If the proposal includes requiring coursework from any other department or school within the University, written approval from the chairperson or dean of that department or school must be provided to the Graduate School.

N/A
Molecular Biosciences change in existing degree requirement proposal

Date Submitted: Feb. 10, 2010
Dept/Program: Molecular Biosciences
Phone Number: 4-4301
GRADUATE Coordinator: Steve Benedict or Matthew Buechner
E-mail Address: benedict@ku.edu or buechner@ku.edu

This is a request for (please check):
-X Change in exiting degree REQUIREMENT
__ New option or track within existing degree
__ Deletion of existing degree
__ New certificate or equivalent
__ Change in existing certificate or equivalent
__ Deletion of existing certificate or equivalent

I. STATE PROPOSAL IN DETAIL. List all new requirements, changes or deletions. Include current requirements and specify what is being changed (if anything).

For all graduate degrees offered by Molecular Biosciences (M.A. and Ph.D. in Microbiology, M.A. and Ph.D. in Biochemistry, M.A. and Ph.D. in Molecular, Cellular, and Developmental Biology) we would like to add a requirement to take a new 1-credit seminar course BIOL 804 (1 cr.) on scientific integrity and ethics in biology.

Current requirements – Proposed changes are in red:

M.A. Degree Requirements

General Requirements for all M.A. Students. Refer to each discipline for specific course requirements. General requirements include (1) a minimum of 30 hours of graduate credit; (2) a minimum of one laboratory rotation during the first semester of graduate study; (3) enrollment every semester in BIOL 701 Topics in Molecular Biosciences Seminar; (4) completion of the following courses: BIOL 804 Scientific Integrity in Molecular Biosciences, BIOL 807 Graduate Molecular Biosciences, and BIOL 818 Techniques in Molecular Biosciences; (5) a graduate committee established by the beginning of the spring semester of the first year; (6) a minimum of one annual graduate committee meeting until completion of the degree. The following thesis options are available:

1. Write a thesis resulting from original research on a laboratory problem.
2. Publish a research paper in a national, refereed journal. Acceptance of the paper for publication constitutes publication for conferral of the degree.
3. Write a library thesis on a topic approved by the student’s graduate committee.

Specific M.A. Requirements: Biochemistry and Biophysics. BIOL 750 Advanced Biochemistry, BIOL 772 Gene Expression, plus electives to satisfy the 30-hour requirement. Electives are determined in consultation with the graduate adviser and graduate committee.

Specific M.A. Requirements: Microbiology. At least three graduate courses are required, selected from BIOL 811 Advanced Molecular and Cellular Immunology, BIOL 812 Mechanisms of Host-parasite Relationships, BIOL 813 Advanced Bacterial Physiology, BIOL 814 Advanced Molecular Virology, and BIOL 815 Advanced Molecular Genetics; plus electives to satisfy the 30-hour course requirement. No more than 6 of these hours can be below the 700 level. Electives are determined in consultation with the graduate adviser and graduate committee.

Specific M.A. Requirements: Molecular, Cellular, and Developmental Biology. BIOL 752 Cell Biology, BIOL 755 Mechanisms of Development, and either BIOL 753 Advanced Genetics or BIOL 772 Gene Expression, plus electives to satisfy the 30-hour course requirement. Electives are determined in consultation with the graduate adviser and graduate committee.

Ph.D. Degree Requirements

General Requirements for all Students. All general requirements in this catalog must be fulfilled. Refer to each discipline for specific course requirements. General requirements include (1) at least three individual laboratory rotations during the first two semesters of graduate study, (2) enrollment
every semester in BIOL 701 Topics in: Molecular Biosciences Seminar; (3) completion of the following courses: BIOL 804 Scientific Integrity in Molecular Biosciences, BIOL 807 Graduate Molecular Biosciences, and BIOL 818 Techniques in Molecular Biosciences, (4) a FLORS requirement (satisfied by completion of BIOL 818), (5) a minimum of two semesters of graduate teaching, (6) a graduate committee established before the beginning of the fall semester of the second year; (7) a minimum of one annual graduate committee meeting. (8) a written preliminary examination in the form of a research proposal completed by the end of the spring semester of the second year of graduate study (BIOL 925), (9) a comprehensive oral examination held no later than October 1 of the fall semester of the third year of graduate study (successful completion of the comprehensive oral examination admits the student to candidacy for the Ph.D. degree), (10) a dissertation based on original research presented to the dissertation examination committee for evaluation and presented and defended in a formal public lecture, (11) completion of the degree in seven years.

First-year Curriculum for All Students. First-year courses include BIOL 701 Topics in: Molecular Biosciences Seminar (enrollment required every semester), BIOL 804 Scientific Integrity in Molecular Biosciences, BIOL 807 Graduate Molecular Biosciences, BIOL 818 Techniques in Molecular Biosciences, and BIOL 985 Advanced Study laboratory rotations (fall and spring semester).

Specific Ph.D. Requirements: Biochemistry and Biophysics. BIOL 750 Advanced Biochemistry, BIOL 901 Graduate Seminar in Biochemistry and Biophysics (one semester), BIOL 918 Modern Biochemical and Biophysical Methods, and BIOL 952 Introduction to Molecular Modeling. The graduate committee may recommend that additional courses be taken.

Specific Ph.D. Requirements: Microbiology. At least four of the following five graduate courses are required: BIOL 811 Advanced Molecular and Cellular Immunology, BIOL 812 Mechanisms of Host-Parasite Relationships, BIOL 813 Advanced Bacterial Physiology, BIOL 814 Advanced Molecular Virology, BIOL 815 Advanced Molecular Genetics. The graduate committee may recommend that additional courses be taken.

Specific Ph.D. Requirements: Molecular, Cellular, and Developmental Biology. BIOL 752 Cell Biology, BIOL 755 Mechanisms of Development, and either BIOL 753 Advanced Genetics or BIOL 772 Gene Expression. The graduate committee may recommend that additional courses be taken.

II. STATE JUSTIFICATION FOR MAKING CHANGES. Give a brief, but complete, explanation of the reasons for making the proposal.

As scientific research in biology has grown more complicated with larger numbers of collaborations between academic and commercial establishments, there is now a greater need for understanding of how to conduct research responsibly and ethically. Previously, our students had learned about these subjects in a haphazard manner, depending on each student’s research advisor. A new course, BIOL 804, is being submitted in order to present these issues in a formal teaching environment. Topics include, among others: plagiarism, fabrication of data, peer review, conflicts of interest, personnel issues, managing scientific collaborations, and animal use in research. In addition, the NIH (National Institutes of Health) now very strongly recommends teaching graduate students about these subjects in a formal setting. By including this new course in our program requirements, we ensure that all graduate students will be exposed to current ideas on these topics.

III. EFFECTIVE DATE. Unless otherwise requested by the department and approved by CGS and College Assembly, the new requirements will apply to students whose KU initial term is the one immediately following final approval of the requirements.

Fall 2010

IV. CONSULTATION WITH OTHER DEPARTMENTS/SCHOOLS OF THE UNIVERSITY. If the proposal includes requiring coursework from any other department or school within the University, written approval from the chairperson or dean of that department or school must be provided to the Graduate School.
Molecular Biosciences change in existing degree requirement proposal (2)

Date Submitted: Feb. 9, 2010
Dept/Program: Molecular Biosciences
Phone Number: 4-4301
GRADUATE Coordinator: Steve Benedict or Matthew Buechner
E-mail Address: benedict@ku.edu or buechner@ku.edu

This is a request for (please check):

- [X] Change in exiting degree REQUIREMENT
- __ New option or track within existing degree
- __ Deletion of existing degree
- __ New certificate or equivalent
- __ Change in existing certificate or equivalent
- __ Deletion of existing certificate or equivalent

II. STATE PROPOSAL IN DETAIL. List all new requirements, changes or deletions. Include current requirements and specify what is being changed (if anything).

For all Ph.D. degrees offered by Molecular Biosciences (Ph.D. in Microbiology, Ph.D. in Biochemistry, Ph.D. in Molecular, Cellular, and Developmental Biology) we would like to add an explicit requirement for students to present their research results to the entire department periodically.

Current requirements – Proposed changes are in red:

Ph.D. Degree Requirements

General Requirements for all Students. All general requirements in this catalog must be fulfilled. Refer to each discipline for specific course requirements. General requirements include (1) at least three individual laboratory rotations during the first two semesters of graduate study, (2) enrollment every semester in BIOL 701 Topics in: Molecular Biosciences Seminar; (3) completion of the following courses: BIOL 807 Graduate Molecular Biosciences, and BIOL 818 Techniques in Molecular Biosciences, (4) a FLORS requirement (satisfied by completion of BIOL 818), (5) a minimum of two semesters of graduate teaching, (6) a graduate committee established before the beginning of the fall semester of the second year; (7) a yearly public presentation of the student’s research results beginning in the second year; (8) a minimum of one annual graduate committee meeting, (9) a written preliminary examination in the form of a research proposal completed by the end of the spring semester of the second year of graduate study, (10) a comprehensive oral examination held no later than October 1 of the fall semester of the third year of graduate study (successful completion of the comprehensive oral examination admits the student to candidacy for the Ph.D. degree), (11) a dissertation based on original research presented to the dissertation examination committee for evaluation and presented and defended in a formal public lecture, (12) completion of the degree in seven years.

The ability to clearly communicate scientific results is an essential component of doctoral training. Beginning in the second year, graduate students are required to make a formal oral presentation of their data at least once every academic year. Two of these presentations must be made to the department as a whole. In the 3rd and 5th years, the student will present research in the BIOL 701 Topics in: Molecular Biosciences Seminar. To satisfy the requirement in other years, students are required to present their research in an alternate venue such as a departmental research club, seminar for a focus group, or oral presentation made at an international, national, or regional scientific meeting. The venue is to be chosen in consultation with the student’s research mentor. Requests for exceptions to this policy must be made either by the director of BIOL 701 Topics in: Molecular Biosciences Seminar, or by the student’s research mentor, and are subject to approval by the Graduate Curriculum Committee and/or Director of Graduate Studies. The record of fulfillment of the requirement of presentation will be kept by the Graduate Program Assistant, and it is the student’s duty to ensure that the records are accurate. A record of such a presentation is required to receive a passing grade in BIOL 701 for the spring semester of each year.
First-year Curriculum for All Students. First-year courses include BIOL 701 Topics in: Molecular Biosciences Seminar (enrollment required every semester), BIOL 807 Graduate Molecular Biosciences, BIOL 818 Techniques in Molecular Biosciences, and BIOL 985 Advanced Study laboratory rotations (fall and spring semester).

Specific Ph.D. Requirements: Biochemistry and Biophysics. BIOL 750 Advanced Biochemistry, BIOL 901 Graduate Seminar in Biochemistry and Biophysics (one semester), BIOL 918 Modern Biochemical and Biophysical Methods, and BIOL 952 Introduction to Molecular Modeling. The graduate committee may recommend that additional courses be taken.

Specific Ph.D. Requirements: Microbiology. At least four of the following five graduate courses are required: BIOL 811 Advanced Molecular and Cellular Immunology, BIOL 812 Mechanisms of Host-Parasite Relationships, BIOL 813 Advanced Bacterial Physiology, BIOL 814 Advanced Molecular Virology, BIOL 815 Advanced Molecular Genetics. The graduate committee may recommend that additional courses be taken.

Specific Ph.D. Requirements: Molecular, Cellular, and Developmental Biology. BIOL 752 Cell Biology, BIOL 755 Mechanisms of Development, and either BIOL 753 Advanced Genetics or BIOL 772 Gene Expression. The graduate committee may recommend that additional courses be taken.

II. STATE JUSTIFICATION FOR MAKING CHANGES. Give a brief, but complete, explanation of the reasons for making the proposal.

Attendance in BIOL 701 Topics in: Molecular Biosciences Seminar, the departmental research seminar, is already required every semester for all of our graduate students. Our original intention in requiring this course was for students to present their research to the department every year, and to hear research results of the other students. However, as the graduate program has grown, there have been some years when not every student could be scheduled to present in this course. We also wanted to make clear that attendance in BIOL 701 Topics in: Molecular Biosciences Seminar is in itself not sufficient for graduate training; each student should also present his or her research as often as she or he can be scheduled to present. The new paragraph makes clear to students the importance of presenting research results to a wide audience, by making explicit a formal requirement for such presentations.

III. EFFECTIVE DATE. Unless otherwise requested by the department and approved by CGS and College Assembly, the new requirements will apply to students whose KU initial term is the one immediately following final approval of the requirements.

Fall 2010

IV. CONSULTATION WITH OTHER DEPARTMENTS/SCHOOLS OF THE UNIVERSITY. If the proposal includes requiring coursework from any other department or school within the University, written approval from the chairperson or dean of that department or school must be provided to the Graduate School.
• Chemistry change in existing degree requirement proposal

Date Submitted: 2/1/2010  
Dept/Program: Chemistry  
Phone Number: 864-4632  
GRADUATE Coordinator: Brian B. Laird  
E-mail Address: blaird@ku.edu

This is a request for (please check):

_X Change in exiting degree REQUIREMENT  __ New certificate or equivalent
__ New option or track within existing degree  __ Change in existing certificate or equivalent
__ Deletion of existing degree  __ Deletion of existing certificate or equivalent

I. STATE PROPOSAL IN DETAIL. List all new requirements, changes or deletions. Include current requirements and specify what is being changed (if anything).

We propose significant changes to the course requirements for the Ph.D. in Chemistry

Current Requirements for the Ph.D. in Chemistry (only the items in italics are being changed)

Each Ph.D. aspirant must take a distribution requirement of at least one graduate course in three of the five major disciplines (analytical, biochemistry, inorganic, organic, and physical) by the end of the first year. In addition, the student must complete all the advanced courses required in the specialization, which are analytical, inorganic, organic, physical, bioanalytical chemistry, or chemical education. The aspirant also must fulfill the following requirements:

1. Each student in the Ph.D. program is expected to complete at least one special requirement such as a foreign language or electronic, computer, or library bibliographic skill.
2. Before taking the oral comprehensive examination for the Ph.D., each student must accumulate a total of 8 points on cumulative examinations within two years after entering graduate studies (four semesters, not including summers). A grade of Pass is worth 2 points and a Fail is worth 0 points. During the first year only, two borderline or marginal performances may receive 1 point each. Six points must be in the student’s major area, except for students in chemical education, who need 4 points in chemical education and 4 points in the chosen traditional research area. Students who do not accumulate 8 points within two years are not allowed to continue in the Ph.D. program.
3. A comprehensive oral examination must be completed. The student must prepare a written, original research proposal before the examination is scheduled. The proposal must be presented and defended orally at the examination; however, the examination is comprehensive in nature. The student must be prepared for questions on a range of topics in the discipline. It should be noted that requirements (1) and (2) must be completed before the comprehensive oral examination can be taken. Failure to pass the oral examination before the beginning of the fourth year of graduate study leads to ineligibility for support by departmental or research funds.
4. A dissertation based on original work of high quality in one of the principal fields of chemistry must be completed.
5. A final oral examination and defense of the dissertation must be completed.

For further details, see the general requirements for the Ph.D. degree in the General Information chapter of this catalog.
Proposed New Requirements for the Ph.D. in Chemistry (only the items in italics are being changed)

Each Ph.D. aspirant must complete the following course requirements:

1. Distribution Requirement: Complete (with a B- or better) two courses selected from the following list of introductory courses in the four major areas of study: CHEM 731, CHEM 737, CHEM 740, CHEM 750.

2. Complete (with a B- or better) four courses (700 level or above) in Chemistry or a related area. The list of courses to be completed must be agreed upon by the student and the student’s research advisor and approved by the Graduate Affairs Committee before the beginning of the student’s second semester in the program. (Changes to the list can only be made with the approval of the student, the research advisor, and the Graduate Affairs committee.) Note: these four courses represent a minimal set and do not preclude the student, with consultation of their research advisor, from taking additional courses in support of their research effort.

3. Complete (with a B- or better) a course on Scientific Ethics or Responsible Conduct of Research. This course will satisfy the University Foreign Language or Other Skill (FLORS) requirement for the Chemistry Ph.D.

These courses must be satisfactorily completed before a student takes the comprehensive oral examination.

The aspirant also must fulfill the following requirements:

1. Before taking the oral comprehensive examination for the Ph.D., each student must accumulate a total of 8 points on cumulative examinations within two years after entering graduate studies (four semesters, not including summers). A grade of Pass is worth 2 points and a Fail is worth 0 points. During the first year only, two borderline or marginal performances may receive 1 point each. Six points must be in the student’s major area, except for students in chemical education, who need 4 points in chemical education and 4 points in the chosen traditional research area. Students who do not accumulate 8 points within two years are not allowed to continue in the Ph.D. program.

2. A comprehensive oral examination must be completed. The student must prepare a written, original research proposal before the examination is scheduled. The proposal must be presented and defended orally at the examination; however, the examination is comprehensive in nature. The student must be prepared for questions on a range of topics in the discipline. It should be noted that requirements (1) and (2) must be completed before the comprehensive oral examination can be taken. Failure to pass the oral examination before the beginning of the fourth year of graduate study leads to ineligibility for support by departmental or research funds.

3. A dissertation based on original work of high quality in one of the principal fields of chemistry must be completed.

4. A final oral examination and defense of the dissertation must be completed.

For further details, see the general requirements for the Ph.D. degree in the General Information chapter of this catalog.

II. STATE JUSTIFICATION FOR MAKING CHANGES. Give a brief, but complete, explanation of the reasons for making the proposal.

In Spring of 2009, the Department of Chemistry underwent an external review. Two major criticisms raised by the external review committee were that (a) the number of courses required for our Ph.D. was too large and (b) our graduate program overly emphasized traditional 19th century divisional labels (analytical, inorganic, physical, organic). In addition, many faculty have expressed frustration at the amount of time that students spend taking required courses often extends beyond their second year. This new proposal streamlines our Ph.D. course requirements by reducing the number of required courses and by making the requirements uniform across the department, while maintaining sufficient flexibility to take into account our diversity of research interests. It also has
an advantage that the student is involved, along with their advisor, in constructing a viable *individualized* curriculum, thereby giving the student some sense of “ownership” over their curriculum.

We also introduce a new course in Scientific Ethics (or Responsible Conduct of Research), which we intend to take the place of our current FLORS requirement. Because the library course, CHEM 720, which most of our students have been taking for the FLORS, is not likely to be offered in the future, we are in need of a suitable replacement for the FLORS requirement. (Much of the content for CHEM 720 has been incorporated into our other chemistry classes, so this course has become superfluous.) This new requirement also will help to position us well to satisfy the upcoming legislatively mandated National Science Foundation policy that all students on NSF support be required undertake training in the responsible and ethical conduct of research. At this point, we are in the process of creating this course, but for the interim we have secured permission from the School of Pharmacy for our students to enroll in PHCH 804 (Issues of Scientific Integrity). Many of our chemistry Ph.D. students who are on NIH training grants have taken this course in the past to fulfill the training grant requirement for a course in scientific ethics. This course is scheduled to be taught in F10, so would be able to serve our F10 entering graduate class.

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III. **EFFECTIVE DATE.** Unless otherwise requested by the department and approved by CGS and College Assembly, the new requirements will apply to students whose KU initial term is the one immediately following final approval of the requirements.

**Fall 2010**

IV. **CONSULTATION WITH OTHER DEPARTMENTS/SCHOOLS OF THE UNIVERSITY.** If the proposal includes requiring coursework from any other department or school within the University, *written* approval from the chairperson or dean of that department or school must be provided to the Graduate School.

See attached e-mail correspondence.
Email Correspondence with Christian Schöneich, Chair of Pharmaceutical Chemistry

From: Christian Schoeneich <schoneic@ku.edu>

Subject: RE: PHCH 804

Date: January 13, 2010 4:55:18 PM CST

To: Brian Laird blaird@ku.edu

Brian

Ron Borchardt coordinates the course. Please ask him; I am OK, but the decision is his.

Cheers

Christian

-----Original Message-----

From: Laird, Brian Bostian
Sent: Wed 1/13/2010 3:06 PM
To: Schoeneich, Christian
Subject: PHCH 804

Hi Christian,

In our recent revamping of our curriculum, we are proposing to replace our FLORS requirement with a requirement of a course in scientific ethics. We are in the process of creating such a course that would be very similar to PHCH 804. For this short time, though - next year - we were wondering if it would be possible for our students to take PHCH 804 for this requirement next year until we get our course up and running. I don't know how full your course is or whether it could handle the extra load, but I thought I would ask. Many of our students take this course anyway because they are on training grants, so there is a precedent of chemistry students in the course. Faculty from Chemistry would certainly be willing to help out with the course in this event, of course.

The main reason that I am requesting this is that in order to get our new curriculum approved, which includes a course in scientific ethics as the FLORS requirement, we need to demonstrate that such a course exists that our students could take. I will take us a while to get up to speed on our own course, so it would be good to have a course to point to that would satisfy the requirement in the interim.

Could you advise me on this or let me know who in your department or in the school of pharmacy would be the most appropriate contact on these issues.

Cheers,

Brian
Brian: This should not be a problem. FYI, I plan to teach this course in the second half of the Fall Semester 2010. It will run for 7-8 weeks with one (1.5hr) session per week. I am not yet sure about the course number. It will probably be PHCH801 or PHCH804. Finally, since this will be a Pharmaceutical Chemistry course, Chemistry students will need to check with Nancy Helm to get permission to register for this course. Ron

Dear Ron,

Christian said that you would be the best person to contact about this. In our recent revamping of our Ph.D curriculum, we are proposing to replace our FLORS requirement with a requirement of a course in scientific ethics. We are in the process of creating such a course that would be very similar to PHCH 804. For this short time, though - next year only - we were wondering if it would be possible for our students to take PHCH 804 for this requirement next year until we get our course up and running. I don't know how full your course is or whether it could handle the extra load, but I thought I would ask. Many of our students take this course anyway because they are on training grants, so there is a precedent of chemistry students in the course. Faculty from Chemistry would certainly be willing to help out with the course in this event, of course, as they have done in the past.

The main reason that I am requesting this is that in order to get our new curriculum approved, which includes a course in scientific ethics as the FLORS requirement, we need to demonstrate that such a course exists that our students could take. I will take us a while to get up to speed on our own course, so it would be good to have a course to point to that would satisfy the requirement in the interim. This would be for next year only and would cover from 10-20 students, depending upon the size of our Fall 10 entering graduate class.

I would appreciate any advice that you could give me on this.

Cheers,

Brian
IV. Dean’s Charges Report

An update will be reported on the progress of the Dean’s charges:

1. Use and evaluate the BlackBoard™ environment to transact committee business and communicate regarding issues that come before this body.

2. Evaluate the policies that apply to continuous enrollment, or more specifically to post-comprehensive enrollment for Ph.D. candidates, as it pertains to the following areas:
   a. The number of dissertation or other credit hours a student can take per semester.
   b. Enrollment of students in one credit per semester once 18-post comprehensive credits are completed by the student.
   c. The impact this requirement has on students who have not previously enrolled in summer hours, or whose academic units may be perceived as less supportive of providing courses/access to faculty during the summer session.

3. Evaluate courses in which students must complete required coursework in a period longer than the length of the semester/session in which the course is offered. Provide a recommendation on how the courses should be graded each semester to reflect the fact that not all of the work has been completed to date.

4. Determine best practices or procedures for the College Office of Graduate Affairs receiving curricular changes and for the academic units proposing new courses (including cross-listings of existing courses) that may include content that would be of interest or of concern to another academic unit at the university.

V. Old Business

VI. New Business

- New charge: Retroactive withdrawal guidelines

The Petitions & Program Changes subcommittee will discuss potential College guidelines for retroactive withdrawal requests at their next subcommittee meeting. This item will be on the agenda for the next CGS meeting of March 11, 2010.

- Change in Graduate Requirements Approval Form – Format

This form will be revised and formatted to an online format in the near future. Please review the current questions on the form and provide feedback.

Change in Graduate Requirements Approval Form

Date Submitted:
Dept/Program:
Phone Number:
GRADUATE Coordinator:
E-mail Address:
This is a request for (please check):

- Change in exiting degree REQUIREMENT
- New option or track within existing degree
- Deletion of existing degree
- New certificate or equivalent
- Change in existing certificate or equivalent
- Deletion of existing certificate or equivalent

II. STATE PROPOSAL IN DETAIL. List all new requirements, changes or deletions. Include current requirements and specify what is being changed (if anything).

II. STATE JUSTIFICATION FOR MAKING CHANGES. Give a brief, but complete, explanation of the reasons for making the proposal.

III. EFFECTIVE DATE. Unless otherwise requested by the department and approved by CGS and College Assembly, the new requirements will apply to students whose KU initial term is the one immediately following final approval of the requirements.

V. CONSULTATION WITH OTHER DEPARTMENTS/SCHOOLS OF THE UNIVERSITY. If the proposal includes requiring coursework from any other department or school within the University, written approval from the chairperson or dean of that department or school must be provided to the Graduate School.

DEPARTMENTAL SIGNATURES

Director of Graduate Studies

Chair

OFFICE USE ONLY

Date approved by Subcommittee: ____________________________
Comments: _______________
Date approved by CGS: ____________________________
Comments: _______________
Date approved by College Assembly: ____________________________
Comments: _______________
Date Graduate School Notified: ____________________________
Comments: _______________
Date Office of the Registrar Notified: ____________________________
Comments: _______________
Date Department/Program Notified: ____________________________
Comments: _______________