I. Approval of the February 10, 2011 Minutes

II. Policies, Procedures & Awards Subcommittee Report
   Dean’s charge recommendation

III. Petitions & Program Changes Subcommittee Report
   1. ABS Community Health and Development Graduate Certificate Renewal
   2. Research Skills and Responsible Scholarship proposals (available in Blackboard)
      • Applied Behavioral Science
      • Anthropology
      • Bioinformatics
      • Molecular Biosciences
      • Chemistry
      • Child Language
      • Intercampus Program in Communicative Disorders

IV. Old Business
    New GTA Offer Letter Discussion

V. New Business
I. Approval of the February 10, 2011 Minutes

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

MINUTES
FEBRUARY 10, 2011, 11:00AM
STRONG HALL – ROOM 210

Members Present: Bart Dean, Alison Gabriele, Tanya Hart, Daniel Katz, Brian Laird, Eve Levin, Paul Mirecki, Cullen Merritt, Jim Mielke (ex officio), Ed Morris, Becca Peterson (ex officio), and Kees van der Veen
Others in attendance: Katie Rockey (COGA) and Lea Smith (COGA)

The meeting was called to order by Brian Laird at 11:00 a.m.

Minutes
A motion was made and seconded to approve the January 27, 2011, minutes of the Committee on Graduate Studies, as written. The motion was approved unanimously.

Report of the Policies, Procedures & Awards Subcommittee
(Ed Morris, reporting)

- The committee reviewed the recommendations for Charges 2.a, 2.b, and 2.c. A minor amendment was made to Charge 2.c. to remove the word “PDF.” A motion was made and seconded to approve the subcommittee’s recommendations regarding Charge 2. The motion was approved unanimously.

- A motion was made and seconded to table the recommendations for Charge 3.b. because the committee had suggestions. The motion was approved unanimously. The subcommittee will modify the proposal to include the following recommendations:
  - The CGS Chair and Executive Assistant Dean should meet twice per semester.
  - The CLAS representatives of the Executive Council of Graduate Faculty (ECGF) should be invited to attend CGS meetings.
  - The CGS and ECGF should exchange minutes.

- A motion was made and seconded to approve the Master’s Degree Examination Requirements Proposal with amendments. The “or” in the first sentence will be replaced with “and/or.” Also, the second and third paragraphs will be removed. The motion was approved unanimously.

- More responses are needed to analyze the results of the survey regarding graduate students’ time to degree and impediments to degree completion. The survey will be redistributed to chairs and directors of graduate studies in order to increase responses.

Report of the Curricular Changes Subcommittee
(Kees van der Veen, 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.
  - New courses: ANTH 707, ANTH 897, ANTH 898, CHEM 900, HIST 809, HIST 810, WGSS 770, WGSS 775
  - Course changes: ABSC 841, CHEM 980, CHEM 981, HA 719, HWC 770, HWC 775
  - Course deletions: ABSC 845, CHEM 716, CHEM 720, CHEM 767, CHEM 901, CHEM 902, CHEM 906, CHEM 907, CHEM 910, CHEM 911, CHEM 912, CHEM 913, CHEM 918, CHEM 919, CHEM 959, CHEM 971, CHEM 991
• A motion was made and seconded to table course change VAE 890. The committee recommended amendments to the grading language in the course description. The motion was approved unanimously.

Report of the Petitions & Program Changes Subcommittee
(Lea Smith, reporting)

• The committee reviewed the Anthropology MA proposal that adds non-thesis options to the program. Their suggestions included adding language to the thesis option to indicate a public presentation for the thesis exam and changing the effective date to Fall 2011. A motion was made and seconded to approve the proposal, pending the department’s approval of the amendments. The motion was approved unanimously.

• The Anthropology MA proposal that changes the core course requirements was not submitted in catalog copy format. The committee suggested revisions to the proposal for clarification. And changing the effective date to Fall 2011. A motion was made and seconded to table the proposal. The motion was approved unanimously.

• The Visual Arts Education MA proposal was not submitted in catalog copy format. A motion was made and seconded to table the proposal. The motion was approved unanimously.

New Business

• The new course proposal for CHEM 700 was omitted from the original agenda in order for the department and subcommittee to communicate amendments. The course was presented as new business. The committee recommended removing “Introduction to” from the title. A motion was made and seconded to approve the new course with the minor amendment. The motion was approved unanimously.

CHEM 700 Introduction to Responsible Scholarship in the Chemical Sciences (1). A course for beginning graduate students with particular emphasis on scholarship issues relevant to the chemical sciences. Topics will include scientific ethics, codes of conduct, record keeping, authorship, and the responsibilities of a scientist. Group discussions, particularly centered around case studies, will be a significant component of the course. LEC

JUSTIFICATION
This course is intended to meet the responsible scholarship component of the (RS)^2 requirement for Chemistry graduate students.

• Dean Peterson provided updates regarding the Governance’s interpretation of the Incomplete Policy.

• Brian Laird requested the committee to comment on the New GTA Offer Letter template developed by HR/EO. The template is available for review in the Chair’s Desktop on Blackboard.

There being no further business, the meeting was adjourned by Brian Laird at 12:29 p.m.

Upcoming Meetings

The next meetings of the CGS Subcommittees are Thursday, February 17, 2011.
• Curricular Changes, 11:00 a.m. - 12:30 p.m., 210 Strong Hall
• Petitions & Program Changes, 11:00 a.m. - 12:30 p.m., Dean’s Office Small Conference Room 200 Strong
• Policies, Procedures, and Awards will not meet in person, but will conduct committee business via email.

The next meeting of the Committee on Graduate Studies is Thursday, February 24, 2011, 11:00 a.m., 210 Strong Hall.

Respectfully submitted by Savanna Trent, COGA
II. Policies, Procedures & Awards Subcommittee Report

In reviewing the College, Graduate School, and KU Policies of master’s degree examination requirements, the subcommittee found that the requirements were difficult to find at KU’s web site. For instance, KU’s main page A-Z tabs have no links under “M” to master’s degrees/degree programs, except for “Masters of Social Work Mutual Aid Society” (and no link to doctoral degrees/degree programs under “D”). Also, the College of Liberal Arts and Sciences, under “C” on KU’s main page A-Z links, has no link to the Graduate Catalog or to master’s degrees/degree programs (or to doctoral degrees/programs), except through the “Areas of Studies” tab, which links to individual departments and programs. The College’s Policies and Procedures tab has no link to the Graduate Catalog or to master’s degrees/programs (or to doctoral degrees/programs).

We recommend that links be established to KU Policy on master’s and doctoral degrees programs and, from them, to individual master’s and doctoral degrees/programs.

III. Petitions & Program Changes Subcommittee Report

1. ABS Community Health and Development Graduate Certificate Renewal

   Graduate Certificate Renewal

   Certificate program title:  Community Health and Development

   Department or center name: Applied Behavioral Science

   Program coordinator: Dr. Stephen Fawcett

   Year Certificate program created: 2004

   Date of last curricular review: n/a

   Requesting certificate renewal? Please check one of the following:

   Yes___X___ (if yes, provide the data and signatures requested below)

   No____ (if no, collect the signatures requested below)

   For renewal, please attach the following documents:

   Certificate Curriculum and any updates.

   Names of the faculty associated with or contributing to the certificate program

   Number of certificates awarded in last 7 years (OIRP data) ________7________

   Number of students currently enrolled (OIRP data) ________1________
Faculty associated with or contributing to the Community Health and Development graduate certificate program include:

1. Stephen Fawcett, PhD, Kansas Health Foundation University Distinguished Professor of Applied Behavioral Science and Director of the KU Work Group for Community Health and Development (a World Health Organization Collaborating Center) sfawcett@ku.edu

2. Jerry Schultz, PhD, Associate Director of the KU Work Group for Community Health and Development (a World Health Organization Collaborating Center) and Adjunct Faculty Member of the Departments of Applied Behavioral Science Life, Preventive Medicine and Public Health, and Anthropology. jschultz@ku.edu

3. Jomella Watson-Thompson, PhD, Assistant Professor of Applied Behavioral Science jomellaw@ku.edu

4. Glen White, PhD, Professor of Applied Behavioral Science and Director of the Research and Training Center on Independent Living glen@ku.edu

Requirements and course sequence associated with the certificate program

Students will enroll in three (3) three-hour graduate-level courses. The requirements include the following:

1. ABS 710 (3 hrs, typically Fall semester) Community Health and Development Provides an introduction to concepts, methods and related core competencies in this work (e.g., creating partnerships, community assessment, analyzing problems and goals, strategic planning, intervention, developing logic models, evaluation, advocacy, cultural competence, planning for sustainability). [Taught Fall semester only, typically Tuesdays 2:30 - 5:00 p.m.]

2. ABS 876 (3 hrs, typically Fall semester) Practicum in Community Development Enhances experience and competence in core competencies through supported practice in implementing and evaluating community development projects (e.g., evaluating a youth development initiative). [Typically, Mondays 3:30-5:00 p.m. for a common meeting, with field work (5-6 hours per week) by agreement with the practicum site.]

3. ABS 875 (3 hrs, typically Spring semester) Practicum in Community Health Promotion Enhances experience and competence in core competencies through supported practice in implementing and evaluating community health promotion projects (e.g., developing a strategic plan for prevention of chronic diseases). [Typically, Mondays 3:30-5:00 p.m. for a common meeting, with field work (5-6 hours per week) by agreement with the practicum site.]

2. Research Skills and Responsible Scholarship proposals
   Proposals are available in Blackboard.

IV. Old Business
   New GTA Offer Letter Discussion

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