The meeting was called to order by Brian Laird at 11:05 a.m.

Minutes

A motion was made and seconded to approve the November 4, 2010, 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 survey on graduate students’ time to degree was distributed to Chairs and Directors.
- The project to revise the consultation portion of the curricular change form and program change form will begin in February.
- Eve Levin prepared the final version of the Servicemembers Opportunity Colleges (SOC) Report. A motion was made and seconded to approve the recommendations from the subcommittee. The motion was approved unanimously. The report will be presented to Dean Anderson.
- Departments received a list of their courses that have not been taught in five or ten years. They are notifying the College Office of Graduate Affairs (COGA) which courses may be deactivated. The committee discussed the process of reactivating courses if needed. A motion was made and seconded to permit the COGA to review and approve course reactivation, given there are no course changes. The motion was approved unanimously.

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 course. The motion was approved unanimously.
  - Course changes: FMS 702
- A motion was made and seconded to table the following courses. The motion was approved unanimously.
  - Course changes: LING 712, LING 714
  - *The COGA will contact the department to request clarification on the justification.*

New Business

- Dean Peterson presented policy language regarding enrollment during the comprehensive oral exam semester. A motion was made and seconded to approve the following College policy: “All graduate students enrolled in doctoral graduate programs must be enrolled the semester or summer session in which they complete the comprehensive oral examination.”
• The committee discussed whether the policy should also address the grace period for hours to count towards post-comprehensive enrollment. This would impact other policies and offices. Therefore, Dean Peterson and Dean Mielke will consult with the Office of Graduate Studies.

There being no further business, the meeting was adjourned by Brian Laird at 12:11 p.m.

**Upcoming Meetings**

The next meetings of the CGS Subcommittees are **Thursday, December 2, 2010**.
- Curricular Changes, **11:00 a.m. - 12:00 p.m., 315 Strong Hall - International Programs Conference Room**
- Petitions & Program Changes, **11:00 a.m. - 12:30 p.m., 230 Strong Hall - Chancellor’s Office Small Conference Room**
- Policies, Procedures, and Awards, **11:00 a.m. - 12:30 pm., 230 Strong Hall - Regents Room**

The next meeting of the Committee on Graduate Studies is **Thursday, December 9, 2010**, 11:00 AM, 210 Strong Hall.

*Respectfully submitted by Savanna Trent, COGA*