The meeting was called to order by Dean Peterson at 11:03 a.m.

**American Studies Proposals**

Dr. Randal Jelks was present to discuss the American Studies M.A. program change proposal and Responsible Scholarship and Research Skills proposal. A motion was made and seconded to approve both proposals. The motion was approved unanimously.

**Minutes**

A motion was made and seconded to approve the April 14, 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 Subcommittee prepared a report regarding best practices and impediments in graduate degree completion based on the results of their survey of directors of graduate studies in the College. The Committee will review the report and provide feedback at the next meeting of the CGS.

- The Subcommittee recommended that the Graduate Thesis/Project and Graduate Mentor Awards calls for nomination include the following information after listing the date the nominations are due:
  1) “Incomplete nominations will not be considered.”
  2) “No nominations or supporting materials will be accepted after this date.”

- The Subcommittee recommended that the Graduate Mentor Awards nominations must include the mentors’ curriculum vitae. They also recommended that the College present the award recipients with a certificate suitable for framing and that a letter is sent to the nominees who did not receive an award.

- Additional recommendations from the Subcommittee report included posting a link to the CGS survey on the College website such that survey takers have access to these data and know that it was analyzed by the subcommittee members.

**Report of the Curricular Changes Subcommittee**

(Kees Vanderveen, reporting)

- A motion was made and seconded to approve the following curricular change proposals recommended by the Subcommittee. The motion was approved unanimously.
  - New course: ABSC 981
  - Course changes: LING 735, LING 737, PSYC 735, and PSYC 737
- A motion was made and seconded to table cross-listed courses HIST 809, HIST 810, HWC 770, HWC 775, WGSS 770, and WGSS 775 due to the need for further consultation with the departments and the CUSA. The motion was approved unanimously.

- Update regarding CHEM 950 and PHSX 971
  - The CGS approved the course number change for CHEM 917 to CHEM 950 on March 10, 2011, which was cross-listed with PHSX 971.
  - The CGS subsequently approved the course change to PHSX 971 to reflect the CHEM 917 number change on April 14, 2011. It was later found that the prerequisites did not match.
  - Both departments have agreed to the following prerequisites for CHEM 950 and PHSX 971. Prerequisite: CHEM 852 or PHSX 871.

**Report of the Petitions & Program Changes Subcommittee**
(Gina Westergard, reporting)

- A motion was made and seconded to approve the Mathematics Ph.D. program change proposal and accompanying Responsible Scholarship and Research Skills proposal. The motion was approved unanimously.

- The following approved proposals will move forward to the Office of Research and Graduate Studies upon final College approval:

  - American Studies
  - Anthropology
  - Applied Behavioral Science
  - Bioinformatics
  - Chemistry
  - Child Language
  - Clinical Child Psychology
  - Communication Studies
  - Ecology and Evolutionary Biology
  - Economics
  - English
  - Geography
  - Geology
  - Gerontology
  - French and Italian
  - History
  - Intercampus Program in Communicative Disorders
  - Linguistics
  - Mathematics
  - Molecular Biosciences
  - Philosophy
  - Physics and Astronomy
  - Political Science
  - Psychology
  - Public Administration
  - Slavic Languages and Literatures
  - Spanish and Portuguese
  - Women, Gender and Sexuality Studies

**Old Business**
Dean Peterson reported that the Academic Catalogs will be electronically archived by University Relations. The committee preferred that at least one hard-copy be produced. A proposal will be drafted based on the committee’s recommendations.

**New Business**
Dean Mielke has asked faculty to participate in the Spring 2011 Faculty Elections because nominations are still needed for a few open committee positions, which are listed in Blackboard.

There being no further business, the meeting was adjourned by Dean Peterson at 12:06 p.m.
Upcoming Meetings

- The Petitions & Program Changes Subcommittee will meet on Thursday, May 5, 2011. There are no scheduled meetings for the Curricular Changes Subcommittee and Policies, Procedures & Awards Subcommittee.

- The next meeting of the Committee on Graduate Studies is Thursday, May 12, 2011, 11:00 a.m., 210 Strong Hall.

Minutes recorded by Leatrice Smith; transcribed by Savanna Trent (College Office of Graduate Affairs)