

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

**MINUTES**

August 23, 2018, 11:15AM  
STRONG HALL – ROOM 210

Members Present: David Brackett, Mark Joslyn, Jeremy Martin, Kris Pedersen, Mary Jo Reiff, Armin Schulz, Jon Tunge, Eric Vernberg, Margot Versteeg, Abigail Kingsford

Others in attendance: Kristine Latta (COGA), Rachel Schwien (COGA), Holly Storkel (*ex-officio*), Clarence Lang (Interim Dean)

The meeting was called to order by Professor Pedersen at 11:18 a.m.

**Introductions and Welcome**

Prof. Pedersen welcomed the new and returning members to the 2018-2019 CGS committee and self-introductions were made.

**Approval of the Minutes**

A motion was made and seconded to approve the May 10, 2018, minutes of the Committee on Graduate Studies. The motion was approved unanimously.

**Dean's Charges for the 2018-2019 Academic Year**

Interim Dean Lang thanked the committee for their service and presented the following charges to this year's committee:

1. **Develop a College "Position Statement" on graduate mentoring.** The position statement should utilize the research of last year's CGS committee. The statement will appear in the Academic Catalog and serve to guide choices about future mentoring initiatives. The statement should:
  - Draw upon departmental best practices, previous work of the CGS on the mentoring of GTAs and GRAs, and policy, guidelines, and position statements from other institutions;
  - Provide a point of reference for any future policy or programs related to graduate mentoring;
  - Be general enough to speak to the practice of mentoring across a range of disciplines, for both master's and doctoral students;
  - Clearly communicate the contribution that good mentoring makes to individual students, disciplines, and the College;
  - Address the contributions of both mentor and mentee to a positive mentoring relationship.
2. **Develop a prioritized list of actions to improve graduate student mentoring.** The list should be based upon the following information: 1) results of the 2018 graduate mentoring survey, 2) the 2018 CGS recommendations on graduate student mentoring, and 3) the 2013 CGS recommendations on GTA/GRA learner outcomes. The committee should use the College's

Strategic Plan (Theme 2, Strategy 2) as a point of reference and work in close consultation with COGA staff.

### **The CGS 2017-2018 Annual Report to CAC**

Prof. Pedersen presented the 2017-2018 CGS Annual Report to CAC. A motion was made and seconded to approve the Annual Report. The motion was approved unanimously.

The Annual Report will be presented at the College Academic Council meeting on September 11, 2018.

### **Subcommittee Organization & Responsibilities**

Dr. Latta provided a review of the subcommittees' responsibilities which were discussed by the membership. Members were asked to submit their subcommittee preferences. Subcommittee assignments will be made next week and members will be informed.

### **2018-2019 Award Committees**

Dr. Latta shared that, as approved last year, all CGS members will serve on an awards review committee. Members were asked to submit any award committee preferences. Committee assignments will be made next week and members will be informed.

### **CGS Deadlines Calendar 2018-2019 & Subcommittee workflow**

Rachel Schwien provided an overview of the CGS Submission Deadlines Calendar (2018-2019) which is posted online on the governance website.

There being no further business, the meeting was adjourned by Prof. Pedersen at 11:48 a.m.

Lunch was served in appreciation of the CGS members' service.

### **Upcoming Meetings**

The next meetings of the CGS Subcommittees will be **Thursday, September 6, 2018**.

The next meeting of the Committee on Graduate Studies is **Thursday, September 13, 2018 11:00 a.m., 210 Strong Hall**.

*Respectfully submitted by Rachel Schwien, COGA*