

Graduate Executive Committee
April 14, 2017
Minutes

Attendees:

Voting Members: Don Klingner, Jon Caudill, Sylvia Mendez, Andrew Ketsdever, Jeff Spicher, Meghan Lybecker, Karen Livesey, Craig Elder, Steve Tragesser, Al Schoffstall, Eddie Portillos, David Havlick, Brian McAllister, Jeff Ferguson, Chip Benight, Rory Lewis

Non-voting Members: Susan Eldridge, Crista Hill, Steve Miller, Whitney Porter, Wendi Clouse, Ron Koch, Cindy Zomchek, Kelli Klebe, KrisAnn McBroom

- Dean's Report
 - GEC Faculty representatives for 2017-2018
 - We passed around a list of programs and current representatives and asked for who the 2017-2018 rep will be under the new rules for GEC members. We will be reaching out to the programs who were not there or were unsure of the response over the next few weeks to gather our voting representatives for next year. Please let us know who directors are so we can list on our webpage and let us know who the GEC member will be (one per department unless you request to have more).
 - Degree changes
 - It is possible for programs to change their degree type by going through campus approvals (e.g., general doctoral program to specific program). We will bring forward more specific processes in the future, but wanted programs to start thinking about whether this might be of interest to their degree. We will also need to get input from the leadership team.
 - IRB regulation changes
 - The Federal regulations guiding research with human subjects have proposed changes. If they are put in place, they will begin in January 2018. The IRB office will be working over the summer to implement the changes in to the processes here at UCCS.
 - There is a faculty representative from each college in the IRB. Faculty are encouraged to discuss any questions or concerns with their reps.
 - The GEC members would like to have faculty input in to the changes. There will be an open forum in the Spring and Fall. NOTE: This is an issue for the Office of Sponsored Programs and Research Integrity, not the Graduate School. We will share the information with OSPRI.
 - Marketing/recruitment survey and next steps
 - Sarah and Susan have sent out surveys to the programs. They will be reaching out to those who responded to request follow-up information on the responses. This will help the graduate school determine how they will spend marketing funds we have received (i.e., these are only for marketing/recruitment strategies and not other ways that may help programs).

- New application
 - The new application (Fire Engine Red) will be going live May 1st. Ideally you will not notice any difference, but if you hear anything please let us and admissions know.
 - Thank you Steve Miller for all of your work getting this application up and running.
- Enrollment and Recruitment Activities
 - Enrollment is up for Summer semester
 - Applications and admits are up for Fall semester (registration for classes not open yet so do not have enrollment data yet)
 - The Royall Campaign will begin in a few weeks with the first outreach group being current junior and senior students at UCCS.
- Application fee waiver discussion item: Should we allow waivers, and if so, under what circumstances?
 - The departments see a need for some waivers, but generally hold the consensus that the campus should not have waivers except for diversity outreach and perhaps for low income students. People suggested that we need to allow programs to obtain waivers in situations that they see as appropriate for outreach to specialized programs.
 - Below is a table of waiver types within the CU system.

Type of Waiver	CU Boulder	CU Denver
Specialty programs (e.g., McNair, AmeriCorp etc.)	Yes	Yes
Financial need	No	Yes
Accelerated Masters Programs	No	No
Guaranteed Admit	No	No
Departmental waivers (departments pay the campus the fee for the student)	Yes	Yes
Recruitment- meet at a conference and offer waiver if they apply	No	Yes
Certain scholarship or research program participants	No	Yes

- Three minute thesis
 - The Graduate School would like to implement a Three Minute Thesis competition, or something similar. This is a competition where students have three minutes and 1 power point slide to provide a succinct and well-articulated summary of their research. Generally, these come with a small money award for the finalists.
 - The GEC agreed that this could be a helpful endeavor for our students to develop communication skills. GEC members thought it would be useful if the Graduate School or campus (e.g., communication center) provide tools and training.
 - Here is a link to the Three Minute Thesis website where you can view examples from previous award winners. <https://threeminutethesis.uq.edu.au/watch-3mt>
- Discussion about communication strategies to students, staff, and faculty
 - GEC felt that the dissemination of information from the graduate school was Sufficient.

- They recommended we send out important items in a separate email so that it is easy to find and forward information about an individual topic (e.g., send one email for Travel Awards and a separate email about the tuition grants).
- They recommended we send out calendar invites for deadlines to help prompt action.
- Reminder Tuition Grants due May 1 and out of state Recruitment Scholarships due May 15.
- Memo for name submissions- attached below and sent out as fillable form.

Announcements:

Graduate Student Research Showcase. This will be a research event for graduate students to present posters of their research. Mountain Lion Research Day (previously held in the spring) will now be held in the fall semester. The Graduate Student Research Showcase will now be the Spring research event for graduate students.

- Wednesday May 3rd 9:00-1:00
- Registration required for poster presenters. Registration closes today (April 14th). Students can register at: <https://goo.gl/forms/4lbjZRfJeq0b5222>

Fall 2017 Graduate School Welcome Reception: Monday August 14th 5:00-6:30, Berger Hall

Spring 2017 GEC Meetings (10:00-11:30)

May 5 (UC 124; A week early due to commencement conflict)

**And save 2nd Friday of the month from 10-11:30 September – December for Fall meetings

Spring 2017 Commencement Friday May 12 2017

LAS ceremony starts at 10:30 am

All other colleges' ceremony starts at 2:30

Here is PRIM&R’s quick reference guide to the most significant changes in the final Common Rule published January 19, 2017. Although we have not included every change, nor every detail of the changes listed, we believe this list provides a clear overview of the revisions to the Rule that will affect researchers, institutions, and IRBs.

Category	Topic	Details	Location
IRB operations	Single IRBs for multisite research (“cooperative research”)	Single IRBs generally required; however, some flexibility is provided in determining and documenting when a single IRB is not appropriate	46.114
	External IRBs	Reliance arrangement with non-institutional IRB must be documented; more stringent requirements proposed in the NPRM are not included	46.103
	Checking the box	Option for FWA holders to check the box has been eliminated	46.101
	Continuing review	Continuing review of research is no longer required under various circumstances	46.109, 46.115
Informed consent	New language/clarity	Consent forms must be clearer and more focused; many changes added to emphasize that information provided must facilitate a potential subjects’ understanding of why one would participate or not	46.116
	Basic and additional elements of informed consent	New basic element on collection of identifiable private information or identifiable biospecimens; three new additional elements on commercial profit, return of clinically relevant research results and whole genome sequencing	46.116
	Broad consent	Broad consent is an option for storage, maintenance, and secondary research use of identifiable private information and identifiable biospecimens	46.111, 46.116
	Recruitment/screening waivers	Allows waiver of informed consent for subject recruitment or screening, under certain conditions	46.116
	Clinical trials consent forms	Some clinical trials must post consent form online	46.116
	Electronic consent	Electronic consent is ok; must provide written copy	46.117
	Legally authorized representatives	If no law, institution can designate a representative	46.102

Category	Topic	Details	Location
Scope	Definition: Research	Defines what's NOT research: certain journalistic, public health surveillance, and criminal justice or intelligence activities	46.102
	Definition: Human subjects	Includes "information or biospecimens" obtained from through intervention and interaction OR "identifiable private information or identifiable biospecimens"	46.102
	Definition: Clinical trial	Clinical trials are now specifically defined	46.102
	Definition: Identifiable biospecimen/identifiable private information	Will be re-examined within one year and every four years after	46.102
	Definition: Vulnerable populations	Pregnant women and "handicapped" removed; replaces "mentally disabled" with "individuals with impaired decision-making capacity"	46.111
	Tribal law	Tribal law applies where applicable; added throughout	46.101, 46.114, 46.116
New guidelines for exemptions	Additional exemptions for low-risk studies	New exemptions added, including exemptions for secondary research on identifiable private information and identifiable biospecimens under various circumstances; various regulatory requirements, such as limited IRB review and broad consent, may apply	46.104 (see also 46.103, 46.109, 46.110, 46.111)
Compliance dates	1 year (1/19/18), 3 years for multisite (1/20/20)	Previous Rule applies to research approved prior to 1/19/18; new rule to approvals 1/19/18 or later	46.101

Almost as important as the changes that are in the revised rule are the previously proposed changes that are NOT in the final regulations. Things that appeared in the NPRM but are NOT included in the final Rule include: the inclusion of research with nonidentified biospecimens within the definition of human subjects research; the concept of "exclusions"; reference to or reliance on any of the proposed tools, standards, or templates that had not been developed at the time of the NPRM (exemption determination tool, standardized privacy and data security safeguards, broad consent template, etc.); the clinical trials extension; the requirement to include non-required element of consent in an "appendix" to the form; and modifications to the definition of minimal risk.

Graduate School Out-of-State Scholarship Program Awardees

Date: _____

To: Kelli Klebe, Dean of the Graduate School

From: _____ College/Program: _____

Please find below the list of awardees for the Graduate School Out-of-State Scholarship. By signing this memo, I acknowledge that our department has confirmed eligibility for all listed awardees to receive this scholarship. If it is determined that any of these students do not meet eligibility requirements, I am aware that the program will be charged for the award.

Speedtype to charge if needed: _____

Awardees:

Student Name	Student ID	GPA	Program

Program Director

Date

Dean of the college

Date

Graduate School **Tuition Grant** Program Awardees

Date: _____

To: Kelli Klebe, Dean of the Graduate School

From: _____ College/Program: _____

Please find below the list of awardees for the Graduate School Tuition Grant. By signing this memo, I acknowledge that our department has confirmed eligibility for all listed awardees to receive this tuition grant. If it is determined that any of these students do not meet eligibility requirements, I am aware that the program will be charged for the award.

Speedtype to charge if needed: _____

Awardees

Student Name	Student ID	GPA	Program	Amount (4,000 or 8,000)

Program Director

Date

Dean of the college

Date