



Graduate Executive Committee
December 11, 2015
Minutes

Attendees: Jeff Spicher, Craig Elder, Don Klingner, Anna Kosloski, Al Schoffstall, Sylvia Mendez, Chris Nelson, Bob Camley, Chris Bell, Emily Skop, Edwardo Portillos, Sudhanshu Semwal, Cindy Zomchek, Charles Benight, Sarah Elsey, Kelli Klebe, KrisAnn McBroom

Business

- Dissertation and Thesis Credits

Do we want to have a mechanism in place for students to enroll in dissertation and thesis credits so that there can be oversight that only students actively engaged in thesis/dissertation projects enroll. We have checked with Boulder and Denver and they each do something different. We have explored options with the Registrar's office and think the following are possible.

 - Options for Thesis/Dissertation credits:
 - Open registration without any restrictions for registering but department/faculty are required to ensure that students are appropriately enrolled and active. This is the current procedure at Boulder and UCCS.
 - Require students to submit form to request to take any course that has variable credits (e.g., thesis, dissertation, independent study) and get approval by department/graduate school. This is Denver's process.
 - Permission number given out by programs to students who need to register for dissertation credits. Each department has a registration code that then will be provided to students individually.
 - Place student specific permissions on a course, where a department assigns students to thesis/dissertation course section and students then would be allowed to register without code.
 - After discussion it was determined that most of the programs present were already utilizing some form of the registration code requirement for thesis and dissertation. It was determined that the graduate school policy should state that programs need to be managing and overseeing who is registering for thesis and dissertation credits, however, there will be no required method for this oversight.
 - Do we want this for thesis and dissertation or just dissertation?
 - Programs would like the policy to be for both thesis and dissertation.
 - Things for programs to think about:
 - Do we want a Graduate School rule on continual enrollment for doctoral students? Boulder and Denver both have continual enrollment policies for doctoral students (not master's). Do you want a continual enrollment requirement?
 - The Directors felt that a continual enrollment policy was not the right approach to the UCCS student population. They feel that students need the freedom to take time off when needed and do not need the extra burden of required registration.
- Should a committee for reviewing the policy and procedure manual be convened? The policy and procedures of the graduate school state that the policies and procedures must be reviewed every five years by the Graduate Executive Committee. The full document was adopted January 11, 2012. Do we want to finish review by January 2017 or start it then? If finished by then, need to provide time for GEC review, graduate faculty approval, dean review and provost approval.
 - The Directors believe the review should begin now and be ready by January 2017. It was determined that we will have one representative from each college on the committee. The current

volunteers are Sylvia Mendez (COE), Chris Bell (LAS), Anna Kosloski (SPA), Craig Elder (Beth-El), Chris Nelson (Engineering), and Cathy Claiborne (COB).

- Discussion about adopting plagiarism software for thesis/dissertation submission: Many institutions have students submit dissertations/theses through software that checks for potential plagiarism. The deans view this positively. (some institutions have faculty submit any document before it goes out for public review; several publishers now submit articles through such software) What are your thoughts?
 - The committee felt that this could be a helpful investment as a learning tool to better prepare our graduate students. They determined that it would depend on where the funding was coming from on whether we would want to move forward.
- The Graduate School staff is developing a report on the “State of the Graduate Programs”. What types of data do you think are important to include? The following items were suggested.
 - Number of students
 - Student demographics (gender, ethnicity, military status, residency, international, 1st gen student, where students come including former UCCS undergrads)
 - Time to completion
 - Number of applications, admits (regular and provisional), enrolled
 - Tuition generated
 - Students placed on probation, dismissed from program.
 - Financial aid received
 - Include degrees and certificates; what about non-degree seeking students? Online vs. not online?
 - Ways that graduate education helps build UCCS reputation (student outcomes: publications, presentations, employment of graduate students, acceptance into doctoral programs; faculty outcomes because we have graduate programs: funding, lab equipment, research centers, etc.). This was especially important to GEC members.
 - Measure of faculty retention: do people stay or leave because of graduate education potential?
- Satisfactory Academic Progress (from September GEC meeting): Each department needs to submit a written copy of its procedures for determining if a student is making satisfactory academic progress to the Graduate School so we have them on file. Must submit by end of fall term (December 18th, 2015).

Announcements

Spring 2016 GEC Meetings (10:00-11:30):

Feb 12 (UC 124); Mar 11 (Dwire 204); April 8 (Dwire 204);

May 6 (UC 124): NOTE CHANGE FROM NORMAL 2nd FRIDAY DUE TO COMMENCEMENT CEREMONY CONFLICT

- Graduate School is moving back to Main Hall- Details to come

Upcoming Events:

- Commencement Ceremony, Friday December 18th 2:00 pm Broadmoor World Arena
 - Graduate Student Association members who are graduating in Fall 2015 get cords for the ceremony. They can pick these up in AOB 106 Monday-Friday 8:00 am - 5:00 pm
- International student Spring 2016 Orientation: January 15th: Morning will be mandatory check-in
- Graduate School Spring 2016 Welcome Reception: January 20th: 4:30-6:00 pm, Library Apse
- Graduate School Open House Spring 2016- SAVE THE DATE, March 10th; details to come