



Graduate Executive Committee
November 10, 2017
Minutes

Attendees:

Voting Members: Jeff Ferguson, Jeff Spicher, Craig Elder, Mandi Elder, Jon Caudill, Cathy Simmons, Steve Tragesser, David Havlick, Katherine Spendier, Al Schoffstall, Sandy Berry-Lowe, Rob Sackett, Leilani Feliciano, Eddie Portillos, Joe Wehrman, Linda Button, Sylvia Mendez

Non-Voting Members: Wendi Clouse, Tia Luber, Sarah Miller, Semwal, Windy Adoretti, Rosey Reidl-Smith, Ron Koch, Steve Miller, Sarah Elsey, Kelli Klebe, KrisAnn McBroom

- Degree Change Proposal in Health Sciences. Current degree is MSc Sports Medicine. Requested change to MS Strength and Conditioning (Craig Elder; See attached proposal)
 - The GEC voted with 17 yes, 1 abstain, and 0 no votes to recommend approval of the requested change to the Strength and Conditioning degree
- Conversation with campus legal department (see attached slides)
 - Key Takeaways:
 - Policies and Procedures matter. You should have them, read them, know them, publically make available, and follow them
 - Be consistent in enforcing your policies and procedures
 - The legal office is here to help you!
- What is considered “significant modification” to a program? (see attached document)
 - The GEC agreed that they do not feel that this administrative body should have oversight over curricular changes to programs, but would want to be informed of such changes in case the changes affect other programs and so that the Graduate School has a process to inform the appropriate groups on campus of any changes.
 - The Graduate School will bring forward an updated policy around when the GEC must vote on program changes.
- What happens if the Graduate School Dean is unavailable for a GEC meeting?
 - The GEC agreed that it was under the Dean’s oversight to select who she felt was appropriate to oversee a meeting. If the absence is known about ahead of time, it was recommend that the Provost oversee the meeting.
- Dean Report
 - Tuition Matching Grants: The formula has been determined for how the money will be split across programs. (see attached) You will know the amount of money you are receiving by December 1st.
 - Out-of-state Recruitment Scholarships: You will know by December 1st how many you have for the 2018-2019 year.
 - See attachment on all available graduate school funding.
 - CGS Report on Tax Bill (see attached documents)

Announcements

- Changes to the Criminal Justice Masters Program (Jon Caudill; see attachment)
- Admit portal has gone live
- Streamlined Application sign up due by December 7th

- 3MT Faculty Fellow for pay- If interested please contact the Graduate School by November 22nd for more information.

Upcoming Events

Graduate Exam Day: Saturday November 18th at UCCS. Go to <https://www.uccs.edu/~graduateschool/> for more information or call our office. Student must register to attend. Free Graduate practice examinations for: GRE, GMAT, LSAT, MCAT.

Mountain Lion Research Day: December 1st Deadline for registration is TODAY, Nov.10th

Morning: Poster sessions

Lunch: Keynote address with Allison Friederichs

Afternoon: TA session for students with Allison Friederichs: RSVP by Nov 20th to gradinfo@uccs.edu

Allison Friederichs is the Associate Dean for Academic Affairs and an assistant teaching professor at the University of Denver. Allison has taught communication courses for seventeen years, has earned University College's Master Teacher designation for continued professional development, and works as a curriculum design consultant. Allison engages in research and public speaking in the area of what we know about how the adult brain learns, and the implications of that knowledge on teaching and curriculum development.

Graduate Programs Spring Open House:

Save the date: Tuesday, February 13, 2018 from 4:00-6:00 pm in UC 303

Fall 2017 GEC Meetings (10:00-11:30; Dwire 204)

December 8

Spring 2018 GEC Meetings (10:00-11:30; locations Dwire 204)

February 9; March 9; April 13; May 4 (A week early due to commencement conflict)

Degree Change Proposal
MSc Sports Medicine to MS Strength and Conditioning

Rationale for change in degree

Type of change: degree name, CSIP code change

MSc Sports Medicine to MS Strength and Conditioning. CSIP 31.0505

The MSc Sports Medicine(SM) program began at UCCS in 2006 and was open to both athletic training and non-athletic training prepared students. Both certified athletic trainers and students with a fitness/strength & conditioning interest were enrolled in the program, which made it very difficult to teach courses based on student background and knowledge. In 2008, the MSc-SM program underwent a revision to more clearly define the program and capture student interests with two tracks in 1) post-professional Athletic Training and 2) Strength & Conditioning. The revision allowed UCCS to offer a specific curriculum for the discipline of Strength & Conditioning. Additionally, this differentiated the UCCS program from other graduate programs, making it one of only two programs in the country that offer a Master's degree in Strength and Conditioning. In 2009, the Strength & Conditioning track accepted its first cohort.

While the degree name of "Sports Medicine" is not congruent with the scope of practice for strength & conditioning professionals, the interprofessional nature of the current MSc with Athletic Training has emphasized an aspect of integrated health care for athletes, making it acceptable for strength & conditioning to live under that degree name. However, with the 2015 decision by the athletic training accrediting body to transition to the master's degree level for entry into the profession, UCCS demonstrated its commitment to athletic training education through the approval of the MS in Athletic Training (MSAT), which will begin in Fall 2018. This is resulting in a phase-out of the current MSc-SM Athletic Training track, leaving Strength & Conditioning as the single focus of the MSc-SM, under the "Sports Medicine" degree name. This single focus can no longer support the previous interprofessional care emphasis with the athletic training track.

The current MSc-SM: Strength and Conditioning degree is an Education Recognition Program (ERP) from the National Strength and Conditioning Association. The ERP distinguishes academic institutions that offer at least a Master's degree with a specific major or concentration related to strength and conditioning and/or sport performance. Currently there are 40 institutions with graduate ERPs internationally and UCCS is the only institution offering an ERP with a MSc degree. Transitioning away from the MSc-SM to a MS Strength and Conditioning degree will better align our degree with our competitors and further highlight the uniqueness of our strength & conditioning specific curriculum. This degree change will bring more attention to the strong reputation of UCCS Strength and Conditioning program's internship opportunities with premier strength and conditioning facilities (including the new Hybl Sports Performance and Medicine Center) and would clearly allow us to maintain our competitive advantage in this market.

State changes in program requirements. There will be no changes to the program including admission standards, curriculum, graduate capstone requirements, program expectations and learning outcomes, and other graduation requirements

Approved by Health Science Curriculum Committee 10/11/17

Approved by Health Science Department 10/16/17

Approved by Helen and Arthur E. Johnson Beth-el College of Nursing & Health Sciences 10/25/17

Degree Change Proposal
MSc Sports Medicine to MS Strength and Conditioning

Discuss the impact on students, community, etc. Consider impact on student demand, workforce demand, and transfer students as applicable.

Students provide the community with over 2,000 hours of service annually through their strength and conditioning practicums. We offer 18 different practicum locations within the state and elite opportunities at the National Strength and Conditioning Association's Performance Center, the Tactical Human Optimization Rapid Rehabilitation and Reconditioning Program at Fort Carson for Special Forces, and United States Olympic Training Center's Strength & Conditioning Center. Our students consistently state that these opportunities are one of the primary reasons for selecting our graduate program.

The MS degree is the most common in the field of Strength and Conditioning. Therefore, changing from MSc to MS will strengthen our image in the Strength and Conditioning community and will assist our graduates in the marketplace by having a comparable degree to other applicants.

Discuss the new resources needed to implement change. There are no new resources needed to implement the new degree.

Discuss if this changes duplication with other Colorado Institutions.

There are no Colorado institutions with a graduate degree in Strength & Conditioning.

Discuss your transition plan for students who have already been admitted (whether or not students have started the program).

The current degree requirements will not change for the new degree. Students currently matriculating in the MSc will graduate under the catalog they were admitted.

Provide statistics on 5-year enrollment and degrees awarded for your current program.

Year	Prospective Students	Completed Applications	Offers	Accepted	Declined	Waitlisted	Attrition	Degrees Awarded
2010-11	NA	5	5	5	0	0	0	5
2011-12	19	11	11	8	3	3	2	6
2012-13	37	17	14	8	6	6	3	5
2013-14	48	19	11	9	2	7	2	7
2014-15	56	28	12	9	3	6	0	9
2015-16	58	30	12	10	2	10	0	10
2016-17	102	31	9	7	2	0	-	-
2017-18	88	29	9	8	1	4	-	-

Note: 2010 was year one for MSc: Sports Medicine: Strength and Conditioning degree; Enrollment in the MSc programs in HSCI is controlled due to resource availability.

Approved by Health Science Curriculum Committee 10/11/17

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ALL FOUR:COLORADO

**Graduate Executive Council
Legal Issues**

 University of Colorado
Boulder | Colorado Springs | Denver | Anschutz Medical Campus

Agenda

- Why legal is here
- Admissions
- Enrolled students
- Takeaways

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Admissions

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Facts


- Program receives a variety of candidates to the program: absolute admits, potential admits ("provisional admits"), absolutely not admits
- Program publishes criteria that "provisional admits" must achieve within a specific time frame to become regularly admitted students
- A provisional admit in '15-'16 fails to meet these criteria within the time frame
- The program removes this student from the program
- A provisional admit in '16-'17 fails to meet these criteria within the time frame
- The program keeps the student on because the student is really nice and tries really hard

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Issues


- Inconsistent application of policies and procedures
- One student received preferential treatment because of a protected class?

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Outcome: Worst Case

- First student sues, claiming discrimination
- Treatment of provisional admits becomes an issue
- Program has to articulate why it hasn't been consistently applying its policies and procedures
- University may have to pay (\$\$)
- Reputational harm
- Possible disciplinary action

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Facts

- Program receives applicants
- Program admits the candidate
- Graduate School has no idea
- Candidate is below the Graduate School's minimum qualifications for acceptance



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Issues

- Not following established process whereby program recommends and Graduate Schools actually admits
- Creating inconsistency
- Potentially not setting that student up for success



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Outcome

- Student complains about not getting in
- Comes to light that the program has not been consistent and not followed processes
- University may have to pay (\$\$)
- Reputational harm



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Enrolled Students



Facts

- UCCS hires a world renown scholar in a particular discipline
- This scholar becomes an advisor to five graduate students in that discipline
- Unfortunately, the scholar becomes ill over the summer and takes leave pursuant to the Family Medical Leave Act for most of fall semester
- All of the other possible faculty advisors are either on sabbatical or at capacity with advising
- So... the chair informs the five students that they cannot continue in the program because there is no advisor



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Issues

- UCCS has admitted and enrolled students that it is now kicking out
- UCCS also may lack the resources to educate them



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Outcome: Worst Case

- The students sue
- Headline: UCCS Kicks Out Grad Students for No Reason
- University may have to pay (\$\$)
- Reputational harm
- Possible disciplinary action



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General Takeaways



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Takeaway 1

- Policies and Procedures MATTER
- SO
 - HAVE them (and publish them accurately)
 - READ them
 - KNOW them
 - FOLLOW them



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Takeaway 2

- Be CONSISTENT in enforcing your policies and procedures
- Treat similar situations similarly



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Takeaway 3

- The legal office is here to help you!



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Questions?



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From Graduate School Policies and Procedures

Article II; Section C: Program Development and Modification

Significant modifications of existing degree programs include changes to required curriculum, changes in total number of credits, degree name changes, and changes in type of examinations required for graduation. Course level changes are made on the normal course inventory which includes review and signature by the Graduate School Dean but not by the GEC. Please also refer to the Regents policy on new degree programs.

Graduate Tuition Grant with Match Requirement Model Components and Needed Data November 2017

1. Available Funding in Unit
 - a. Amount of funding available in department (% of total funding available)
 - b. Requested funding (% of total requested funding)
 - c. Comes from departmental survey
 - d. Helps to determine upper bounds of funding needed
 - e. Not used in equation to determine amount of funding; provides upper limit of what people would get
2. Funding to improve yield (indication of competitiveness)
 - a. Proportion of applied students who were not admitted (high scores indicate more yield needed)
 - b. Proportion of admitted students who did not enroll (high scores indicate more yield needed)
 - c. Proportion of admitted students who went to graduate programs at other universities (high scores indicate more yield needed)
 - d. Use data over a 3 year period
 - e. Supports programs which must operate in highly competitive market
3. Funding to support growth (indication of growth and recruitment issues)
 - a. Proportion of capacity not covered by enrolled students (high scores indicate more capacity)
 - b. Proportion of growth over a 3 year period attributed to this program (Fall 2014 – Summer 2017; amount of growth/shrinkage in program over period/total graduate degree growth over period)
 - i. Could have negative numbers if program is shrinking
 - c. Capacity data comes from self-report survey
 - d. Use IR data to show growth
 - i. Change in enrolled students (do not count duplicates over a year) but do for 3 year period
 - ii. Fall 2013 – Summer 2014 is “baseline year” then growth each year for 3 years and then averaged for the 3 time periods
4. Funding for serving students (indication of recruitment and retention success)
 - a. Proportion of total graduates in a department {proportion of students from a department who graduate in 3 year period for 9 semesters (Fall 2014 through Summer 2017) compared to total number of graduate students who graduate in that period}
 - b. Proportion of total enrolled students in a department compared to total number of graduate students enrolled during 3 year time period (Fall 2014 – Summer 2017)
 - i. Ignore duplicates within a year
 - c. Shows “service of graduate students”

Principles

- All departments get at least one award requested. No department gets more than they requested even if model suggests they could have more.
- Remaining funding is given based on following model using elements 2-4 above.

DRAFT Model

- Use 2a, 2b, 2c, 3a, 3b, 4a and 4b as data elements
- Want equal weights for three elements: yield, growth, and students served
- Take averages of each element (making sure scored in correct direction such that higher scores reflect more of the element and thus more need for funding). Averages should range between 0 and 1. Sum averages and divide by 3 to get a department score.
- Sum all department scores. Divide a program score by the sum of all departments. This should give a proportion that can be used to determine department’s share of funding.
- Estimated funding does not exceed requested amount

Graduate School Funding Opportunities

These are brief summaries of funding available from the graduate school. Please read specific details for each opportunity to understand application processes.

Graduate Research Fellowship (\$5,000/year; 10-15 given per year)

A competitive award sponsored by the Graduate School and the Research Office given to outstanding students from any graduate program. Students must be engaged in research/scholarship with a faculty member. These can be for incoming graduate students or returning graduate students. International students are eligible. Students are nominated by the program. Nomination packets are **due February 26, 2018 at 5:00 pm** to graduate school and awards made by March 20.

Graduate Opportunity Scholarship (\$5,000-\$25,000/year; 1-6 given per year)

A competitive need-based scholarship given to incoming graduate students who bring diverse perspectives to UCCS and who participated in a mentorship program as an undergraduate. Students must have a minimum 3.0 undergraduate GPA and demonstrate financial need by completing the FAFSA no later than March 1. Students apply directly through the UCCS scholarship webpage and must complete an essay as part of the application (see Financial Aid page for deadline). Students must have been admitted to the program to be able to access the UCCS Scholarship page (contact the Graduate School if there are issues). Awards will be announced in early April for the following academic year.

Graduate Out-of-State Scholarship (for recruitment of new students) (\$4,000/year; 30 given)

This is a merit-based scholarship for first year out-of-state graduate students. Students must be paying full out of state tuition, have a minimum undergraduate GPA of 3.33, and be enrolled full time. International students are eligible. These are recruitment scholarships and are given to programs directly to award to students. Qualified students are considered by their program and there is no separate application process (except if department sets additional criteria or process). Awards must be given by May 15 or funds return to graduate school to be dispersed.

Graduate School Mentored Doctoral Fellowship (\$5,000-\$25,000/year awards; 3-6 given yearly)

A competitive award sponsored by the Graduate School that supports the professional development of doctoral students. Awards are for outstanding advanced doctoral students who are engaged in mentored professional development activities beyond coursework (e.g., research, teaching, clinic work; practicum, etc.). International students are eligible. Students apply directly through the UCCS scholarship webpage. **Applications are due by March 1** for awards in the following academic year.

Travel Awards for GSA Members (\$400/student; 40-50 given yearly)

These are allocated to help offset travel expenses for graduate students that travel to conferences that will further their research efforts, and the research efforts of the University. It can also be used for students who wish to travel to trainings and workshops that will contribute to their professional development. Only currently enrolled graduate students in degree seeking programs who are members of the Graduate Student Association are eligible to apply. **Application opens twice a year.**

Graduate School Tuition Matching Grant (\$2,000, \$4,000 or \$8,000 per year; number depends on requests—approximately 50-100)

Program must provide matching funds (e.g., teaching assistantship, research assistantship, or funding related to service/internship directly related to educational program). These awards will be made directly to departments/programs to award to students as part of the recruitment/retention process. The program must inform the graduate school of their awardees by the first Monday in May. Students must have GPA of 3.0 or higher, be enrolled in 6 or more credit hours. Programs must complete the request form by November 3 to be eligible. Programs will be told how many awards they will have to allocate.

Other awards offered through financial aid:

All available institutional awards for graduate students can be found on the graduate school webpage: <http://www.uccs.edu/graduateschool/uccs-finances/finance-resources.html>

Colorado Graduate Grant: need based, Colorado residents in STEM fields. Must complete FAFSA by March 1. Awards made by financial aid in Fall.

UCCS Tuition Grant: need based, Colorado residents in STEM fields. Must complete FAFSA by March 1. Awards made by financial aid in Fall.

Lind Scholarship: need based; all US domestic graduate students eligible. Must complete FAFSA and an essay through UCCS Scholarship application by March 1.

UCCS Family Development Center Scholarship: Child care scholarship.

Scholarship portal opens December 1. Students must be admitted to review scholarships.

Tax Reform Examples: Tuition Waivers and Remission and LLTC Changes

*About one out of four students (24.4%) pursuing Doctor's degree-research/scholarship in the Academic Year 2011-12 received institutional tuition and fee waivers with the average amount of \$12,645.90. In addition, 6.2% of Master's degree seeking students also received institutional tuition and fee waivers with the average amount of \$6,510.80 in the Academic Year 2011-12. **Eliminating this provision would increase tax liability for graduate students on "income" they never see.***

Some hypothetical examples that illustrate the **potential impact on tax liability for master's and doctoral students:**

- **Example #1 – Jane, a doctoral degree student at a private, not-for-profit institution had a \$30,500 fellowship and was also credited with \$18,500 as a tuition/fee waiver.**
 - o *Under the current law:*
 - In 2012, Jane's tax liability would have been \$24,550 and she would have paid \$3,247.50 in federal income tax.
 - o *If tuition waivers are considered as taxable income and LLTC is not available:*
 - Jane's tax liability would **increase** to \$43,050, despite the fact she would still take home the same amount of money, and she would have to pay \$6,492.50 in federal income tax, or 21% of her fellowship.
 - Effectively, Jane's federal income tax would **increase by 100%, or \$3,245.**
- **Example #2 – Jose, a doctoral degree student at a public institution had a \$14,500 fellowship and was also credited with \$9,500 as a tuition/fee waiver.**
 - o *Under the current law:*
 - In 2012, Jose's tax liability would have been \$8,550 and he would have paid \$847.50 in federal income tax.
 - o *If tuition waivers are considered as taxable income and LLTC is not available:*
 - Jose's tax liability would **increase** to \$18,050, despite the fact he would still take home the same amount of money, and he would have to pay \$2,272.50 in federal income tax, or 16% of his fellowship.
 - Effectively, Jose's federal income tax would **increase by 168%, or \$1,425.**
- **Example #3 – Mary, a master's degree student at a public institution had a \$7,000 stipend and was also credited with \$6,500 as a tuition/fee waiver.**
 - o *Under the current law:*
 - In 2012, Mary's tax liability would have been \$1,050 and she would have paid \$105 in federal income tax.
 - o *If tuition waivers are considered as taxable income and LLTC is not available:*
 - Mary's tax liability would **increase** to \$7,550, despite the fact she would still take home the same amount of money, and she would have to pay \$755 in federal income tax, or 11% of her stipend.
 - Effectively, Mary's federal income tax would **increase by 619%, or \$650.**

NOTE: These examples are based on the 2012 tax rules with a standard deduction of \$5,950, and assume that each individual filed as a single with no source of income other than the financial awards in the examples.

Changes to MCJ program

1. Reduce core curriculum from six to four courses (courses struck from the list in Exhibit A will now be electives),
2. Add a graduate elective Crime Mapping course, and
3. Amend the course description for CJ 5007: Violence (see Exhibit B for specific language).

Exhibit A:

MCJ Core Courses

- CJ 5001: Criminal Justice Systems, Policy, and Practice
- CJ 5002: Criminological Theory
- CJ 5003: Research Methods
- CJ 5007: Violence
- ~~CJ 5008: Gender, Race, Ethnicity, & Social Class~~
- ~~CJ 5009: Crime and Violence Prevention and Intervention~~

Exhibit B:

CJ 5007: Violence Course Description (changes underlined)

“Examines various aspects of violence, including: distribution over time and space, situations and circumstances associated with violent victimization and offending, and how social institutions, community structure, and cultural factors can shape and prevent violent events.”