



**Graduate Executive Committee**  
**November 9, 2018**  
**Minutes**

**Attendees:**

**Voting Members:** Jeff Ferguson, Jeff Spicher, Margaret Harris, Jay Dawes, Mandi Elder, Jon Caudill, David Moon, Steve Tragesser, David Havlick, Karen Livesey, Janel Owens, Jeremy Bono, Roger Martinez, Leilani Feliciano, Jeff Montez de Oca, Sylvia Mendez

**Non-Voting Members:** Edward Chow, Jugal Kalita, Mathew Cox, Janice Dowsett, Valerie Schwinn, Wang Chao, Ron Koch, Wendi Clouse, Edie Greene, Jose Mora, Sarah Elsey, Kelli Klebe, KrisAnn McBroom

- Enrollment Marketing Subcommittee conversation- Valerie Schwinn and Mathew Cox
  - This committee is looking for feedback on what makes your program unique and special. They have asked that you fill out a brief survey about your programs. They will use this data to present to the leadership cabinet.
  - You can get to the survey at this link:  
[https://surveyuccs.co1.qualtrics.com/jfe/form/SV\\_3JhuEaSyNy1sygt](https://surveyuccs.co1.qualtrics.com/jfe/form/SV_3JhuEaSyNy1sygt)
  - Please respond to the survey by December 6<sup>th</sup>.
- Name change for sub-plan for Master of Engineering in Information Assurance to Master of Engineering in Cybersecurity- Edward Chow
  - The department would like to update the name to match the national trend for programs with similar content.
  - The GEC recommended approval (14 yes, 0 no, 2 abstain)
- Fellowship and Scholarship funding conversation
  - Funding Opportunities for Graduate Students (see attachment of graduate opportunities available)
  - Tuition Matching Grants
    - A subcommittee was assembled in spring of 2018. They provided Kelli with feedback on how they thought this grant might be changed. Kelli has reviewed the feedback and met with financial aid to discuss how this grant can be changed.
    - It was decided that the matching component will stay the same as this was the intention of the money. We will allow more flexibility in how much can be given to a student (as little as 1000 and up to 4000 per semester) and how many semesters (can be a one semester or two semesters but must be Fall and Spring). But overall, the general process for this grant will remain the same. See attached document for description and form. **You must complete the form and return by December 3 to Kelli Klebe ([kklebe@uccs.edu](mailto:kklebe@uccs.edu)) if you want to be eligible for funding.**
  - Graduate Research Fellowship
    - The Graduate Research Fellowship money comes from the Office of Sponsored Programs and Research Integrity. That office would like for this award to become more robust. With that, we are looking for ideas on how to increase opportunity for students who receive this award, without too much additional requirement to the students.
    - The Graduate School will be guaranteeing a travel award to all awardees for poster presentations.

- GEC discussed whether there should be a requirement for publication or presentation to receive the award. It was decided that we could offer some places where students could present without making it a requirement.
  - The amount of the award was discussed. It is currently \$5000 and has not changed in many years. Because we will not get an increase to the amount we have to give out, the committee agreed that this amount should stay the same so we can keep awarding the same number of students. The committee did not want to lower the amount in order to give out more awards.
- Policy clarification on grade requirement for non-degree credits
  - Current policy specifies required grade for transfer work and for work taken while still an undergraduate. Both require a B grade. The Graduate School has been using this same requirement for non-degree credits, however, there is no stated grade in the policy.
  - The recommended policy update in red below was approved (14 yes, 0 no, 0 abstain).

**Article III; Section F: Credit Earned at the University of Colorado Colorado Springs before Admission to the Program**

1. Seniors at the University of Colorado Colorado Springs may transfer up to nine semester hours of coursework, provided such work meets the following requirements:
  - a. Completed with a grade of B or above in the senior year at this University
  - b. Falls within the time limit for the completion of the graduate degree
  - c. Does not apply toward requirements of the bachelor's degree
  - d. Is approved by the program director prior to beginning the graduate degree
2. Courses must be at the 0500/5000 level or higher and taught by a faculty member with an appointment to the Graduate Faculty.
3. Graduate coursework must be substantially different than undergraduate coursework, with the graduate coursework demonstrating more rigor and exceeding undergraduate course expectations.
4. Completion of the same graduate and undergraduate courses (e.g., course cross listed at 4000 and 5000 level) will not be allowed.
5. Retroactive changing of undergraduate credit to graduate credit is not allowed.
6. Credits earned as an unclassified student at the University of Colorado Colorado Springs may be applied to a graduate degree only with the approval of the program director. Each course must have a grade of B or better to be transferred in towards the graduate degree. Each program will determine the maximum number of credits as an unclassified student not to exceed 12 semester hours. If a program would like to transfer in more than 12 credits hours, they can request an exemption through the Graduate School.

- Follow-up from Chancellor and Provost conversation from last month
  - We will set up a meeting to discuss software needs of the campus, specifically software that the campus owns and uses for undergraduate students, but not graduate students.
  - The committee was curious about tuition dollars and the effects of the potential future tuition models. There is a desire for clarity on how the money is spent on campus.

Information Items

- Sociology adding new electives to **Graduate Certificate in Disability Studies**:
  - SOC 5010 Special Topics: Sociology of Disabled Veterans
  - ENGL 5860 Special Topics: Rhetorics of Disability

## Announcements

- **Mountain Lion Research Day:** November 30<sup>th</sup> Gallogly Event Center 8:30 am - 12:00 pm
- **Dean's Distinguished Scholar Series:** Now accepting speaker proposals (Due 12/21/18).
  - Apply at [www.uccs.edu/research](http://www.uccs.edu/research) The graduate school is participating in this and you may apply under the graduate school. Your own college may also have a process for those participating. A goal of this is to support faculty to build collaborations. The Graduate School will make an award to a faculty member who has a regular graduate faculty appointment and we will judge how graduate students will be incorporated into the experience.
- **3MT competition:** Please encourage your students to participate. Students are more likely to participate when a faculty member encourages them. Registration closes on November 16<sup>th</sup>. Students can register at: <https://www.uccs.edu/graduateschool/current-students/mountain-lion-grad-slam>
  - Information Sessions:**
    - In Excel Comm Center (Columbine 312) – Nov 14 – 10-11am
  - Preliminary Round**  
January 28th & 29th 2019
  - Final Round**  
February 1st (Berger Hall) Time: 12-1pm
  - Registration Deadline** (registration will open in October/November 2018)  
November, 16th 2018
- **The catalog closes on March 20<sup>th</sup>.** All changes that need to go through GEC must be fully approved by this date to be implemented for the 2019-2020 academic year. If your changes require higher level approvals and off campus approvals, they may need to go through GEC earlier than the March meeting.

Fall 2018 GEC Meetings (10:00-11:30; locations Dwire 204)  
December 7 (one week early due to commencement)

Spring 2019 GEC Meetings (10:00-11:30; locations Dwire 204)  
February 8, March 8, April 12, May 10

*To:* Dr. Xiaobo Zhou, Interim Dean, College of Engineering and Applied Science

*From:* Jugal Kalita, Chair, Department of Computer Science, and Edward Chow, Director of Cybersecurity for the College of Engineering and Applied Science

*Re:* Proposal to change the name of the College of Engineering and Applied Science Master Degree in Information Assurance subplan

The Department of Computer Science requests approval to make the following changes to approved program name. Under CCE Policy I.V.5, such changes are considered unsubstantial. Our request is to change the name of a subplan and it is a change that can be approved at the campus level.

Degree information and changes are summarized in the tables at the end of this proposal. Specifically, the request is as follows.

Change the subplan name of Master of Engineering in Information Assurance (CIP 14.1003) to Master of Engineering in Cybersecurity (CIP 14.1003).

*Rationale to Rename Master of Engineering subplan in Information Assurance Master of Engineering in Cybersecurity*

The Department of Computer Science requests to change the name for the current Master of Engineering in Information Assurance subplan. During the past decade, the term *Cybersecurity* has become more prevalent compared to the term *Information Assurance*. These days, information is almost always created and stored on computers that are connected to the Internet or some other network of computers, and is disseminated and shared through networks mediated by computers. Here is a definition of the term Cybersecurity (from paloaltonetworks.com):

**Cybersecurity** refers to a set of techniques used to protect the integrity of networks, programs and data from attack, damage or unauthorized access.

Thus, the term Cybersecurity has become more or less synonymous with Information Assurance. However, we believe that using the term Cybersecurity, which is more topical and which we believe will last for a long time, will give the program more visibility, public acceptance and increase its popularity.

Faculty in the Department of Computer Science seek to change the program's subplan name keeping the same CIP code for the following reasons:

- As the field has emerged over the last decade, the Department of Computer Science has made strategic faculty hires and adapted or developed coursework that accurately reflects this new and exciting term. In fact, the Department of Computer Science is hiring a faculty member for the position of Gallogly Endowed Chair for Cybersecurity this Fall (2018).

- With UCCS being intimately involved with the development of a National Cybersecurity Center in Colorado Springs, the time has come to support the activities of this evolving new organization with a Master of Engineering subplan that is closely aligned with it.
- The current name Information Assurance esoteric to prospective students and the general public. Based on unofficial feedback, we believe that this change will be well-received by students, the university community and the general public; and, will the program grow.

### *Resource Implications*

The costs to make this change would be minimal. We will need to make small changes to the School of College of Engineering websites, course catalogues, and campus course software systems.

*Table 1: Enrollment and Graduation of the MEIA Program*

Yearly headcount	Enrollment	Graduation
2010	4	2
2011	5	1
2012	10	0
2013	8	2
2014	9	3
2015	8	3
2016	12	4
2017	10	4
2018	9	4

*Table 2: Summary of Proposed Degree Name Change*

Current Plan	Current Acad_Plan_LD	Current CIP_CD	Current Diploma_LD	New Plan	New Acad_Plan_LD	New CIP_CD	New Diploma_LD
MAEG-MENG	Information Assurance	14.1003	Master of Engineering	MAEG-MENG	Cybersecurity	14.1003	Master of Engineering

## The recent move to replace Information Assurance term with Cybersecurity

DoD Directive 8570.1 “**Information Assurance** Training, Certification, and Workforce Management,” August 15, 2004. It provides guidance and procedures for the training, certification, and management of the DoD workforce conducting Information Assurance (IA) functions in assigned duty positions. It also provides information and guidance on reporting metrics and the implementation schedule.

<http://www.esd.whs.mil/Portals/54/Documents/DD/issuances/dodm/857001m.pdf?ver=2017-04-17-134634-203>

“Appendix 1 item 14 has the following definition of Information Assurance AP1.14. Information Assurance (IA). Per Reference (hc), measures that protect and defend information and ISs by ensuring their availability, integrity, authentication, confidentiality, and non-repudiation. These measures include providing for restoration of IS by incorporating protection, detection, and reaction capabilities.”

NIST has recent National Initiative for Cybersecurity Education (NICE) to define related KSA.

The web page <https://csrc.nist.gov/glossary/term/IA> has the following definition for IA.

**“IA Definition(s):** Measures that protect and defend information and information systems by ensuring their availability, integrity, authentication, confidentiality, and non-repudiation. These measures include providing for restoration of information systems by incorporating protection, detection, and reaction capabilities. **Note: DoDI 8500.01 has transitioned from the term information assurance (IA) to the term cybersecurity.** This could potentially impact IA related terms.”

DoD instruction Document DoD 8500.01, March 14, 2014. Section 1d.

[http://www.esd.whs.mil/Portals/54/Documents/DD/issuances/dodi/850001\\_2014.pdf](http://www.esd.whs.mil/Portals/54/Documents/DD/issuances/dodi/850001_2014.pdf)

**Adopts the term “cybersecurity” as it is defined in National Security Presidential Directive-54/Homeland Security Presidential Directive-23 (Reference (m)) to be used throughout DoD instead of the term “information assurance (IA).”**

Definition of Cybersecurity from National Security Presidential Directive-54 January 8, 2008.

<https://fas.org/irp/offdocs/nspd/nspd-54.pdf> on Cybersecurity Policy.

"cybersecurity" means prevention of damage to, protection of, and restoration of computers, electronic communications systems, electronic communication services, wire communication, and electronic communication, including information contained therein, to ensure its availability, integrity, authentication, confidentiality, and non-repudiation

## 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 27** to graduate school and awards made by March 20 for the following academic year.

### **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 per year)

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 and dissertation research (e.g., additional 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.

### **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 will be told how many awards they will have to allocate by December 15 (details about requirements may change

based on recommendations from a GEC subcommittee; full information will be provided when award notification goes out).

**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.**

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 and apply for scholarships.**



## Graduate Tuition Grant Request

The purpose of the tuition grant is to match stipends given to students for work related to educational program in order to increase the competitiveness of our programs in recruiting and retaining outstanding graduate students. Many students offered admission to our programs decline admission because they receive better financial support from other universities. To be competitive in this market, UCCS has developed the tuition grant which matches department funding with a grant that can be used for tuition. The matching funds are for tuition and work must be part of the department funding. Department work can occur Summer 2019 – Summer 2020; however, work cannot start before the semester for which a student is admitted. Tuition grants are only distributed in Fall and Spring semesters (and should not be distributed before work occurs).

**Please complete the form for your department if you are requesting Graduate Tuition Grant funds.** The tuition funds from the Graduate School require matching funds from the department of an equal or greater amount for each awarded student. Grant funds are given out through financial aid. Specific students will need to be submitted to Financial Aid by June 1, 2019 for awards distributed in Fall 2019 and Spring 2020; thus, awards must be given to students and to graduate school in May. Students must be enrolled for at least 6 credit hours the semesters the awards are given. Students must have a 3.0 GPA, cannot be provisionally admitted (except for international students whose only provision is to show English proficiency), and cannot be on probation nor have extended the timelines for degree completion. International students are eligible.

Matching funding may come from college/school, department, sponsored project, MOU with other campus unit or external agency/company but paid through the university (e.g., stipend, hourly work, work study awards). Funding can be for work (research, teaching, or internship type work that directly relates to the program's academic purpose/training). Funding from other campus scholarships, fellowships, or loans cannot be used to count towards minimum funding amounts although students may receive those and still be eligible for this award.

Awards can be given for one or two semesters and for any amount up to \$4000/semester (\$8000 annually but \$8000 cannot be given in one semester). Specific students need to be identified by first Monday in May. You must match with an equal or higher amount of funding for work. It is usually better for retention and progress in program if students receive funding for both semesters in an academic year.

Departments are responsible for telling students about these funds and getting confirmation from students that they will be attending UCCS in the upcoming Fall/Spring semester. Once awards are made through financial aid, a department cannot transfer unused funds to another student.

### **Instructions:**

Please complete one form for your department even if you have master's and doctoral programs and/or different tracks/options within a department. These data allow me to know what is upper limit that you need, what is total need for student funding so that I can use this for making requests for additional funds for this fund, and to know how students are funded. These numbers are not used to allocate funds except to not go over amount you are requesting. Requested funds have usually been 4-6 times the amount of available funds.

**Please consult with your dean and department/unit chair prior to submitting the form to see if there are any college/unit processes to consider.**

## Graduate Tuition Grant Request

Person completing: \_\_\_\_\_

Department: \_\_\_\_\_

1. What is the total amount of tuition grant matching funding that you are requesting? Ideally, this equals the amount of funding you have available in your unit for funding your students through work related activities associated with your educational program.

2. How many students do you expect to fund?

3. How many of these awards are expected to go to new (i.e., in first year of graduate program) students?

4. How many of these awards are expected to go to:

Doctoral Students: \_\_\_\_\_ Master Students: \_\_\_\_\_

5. For the total number of awards, given the estimated percentage that are for teaching, research, or service-type work related to the educational program (e.g., paid internships, practicums, etc.). These should add up to 100%

\_\_\_\_\_ Teaching      \_\_\_\_\_ Research      \_\_\_\_\_ Service      \_\_\_\_\_ Other (please identify)

*Please return to Kelli Klebe ([kklebe@uccs.edu](mailto:kklebe@uccs.edu)) by noon on December 3, 2018 if you want to be considered for Graduate Tuition Grant funding for the 2019-2020 academic year. Please copy your dean on the email to me.*