UCCS University of Colorado
Colorado Springs

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Graduate Executive Committee
November 12, 2021
Minutes

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Attendees:
Voting Members: Catherine Simmons, James Pearson, Michael Corl, Sylvia Mendez, Kathrin Spendier, Leilani Feliciano, Jon Caudill, Diane Stutey, Jeffery Ferguson, Jeremy Bono, Amanda Elder, Janel Owens, Dylan Harris, Carole Traylor, Katie Anderson-Pence
Non-Voting Members: Constance Staley, Kylie Rossman, Sean Williams, Carolyn Daley, Sudhanshu Semwal, Sam Adams, Mary Rupp, Stephani Hosain, David DuBois, Janice Dowsett, Rashell McCann, Jose Mora, Angel Tran, Wang Chao, Elizabeth Daniels, Jessica Kirby, Wendy Clouse, Rosey Reidl Smith

- TCID / MBA Accelerated Program (Sean Williams) [See Documents]

The GEC voted to recommend approval of this new program (15 Yes, 0 No, 1 Abstain)

Deans Report:
- Update on Graduate Student Survey
  - In the final stages of having reports available for programs and colleges
- Update on Holistic Admissions Grant
  - Graduate School researched programs at UCCS and the GRE and found:
    - 22% of programs require the GRE
    - 45% of programs do not require the GRE
    - 24% of programs require the GRE if your GPA does not meet the requirements
    - 9% of programs consider the GRE to be optional
    - 27% of programs have waived the GRE because of COVID
- UCCS Mountain Lion Grad Slam 2022 – We're virtual again this year and encourage programs to get their students to participate.
- The Graduate New Student Welcome for Spring 2022 is going to be an informal meet and greet event happening in the Career Center on January 10. Stay tuned for more details!

Informational:
- Department of Chemistry and Biochemistry Updates
  - Requirements for GRE are changing:
    - GRE not required for UCCS Alumni
      - Alumni from any time period, and from any discipline
      - If Alumni have been away from school for some time they will be encouraged to regain familiarity with lab work, new methodologies etc.
    - GRE not required if applicants GPA > 3.3
      - GPA from degree-granting institution
    - GRE is still required for international students
      - Will not be required for international students who are also UCCS Alumni
  - New Seminar requirements for MSc students [See Document]

Announcements:

- UCCS Mountain Lion Grad Slam 2022 – We're virtual again this year!
  - The Western Association of Graduate Schools competition will also be virtual.
  - Save the Date! The Finals will be January 28th 12-1pm live via Zoom
  - Preliminary Sessions will be held January 24-25 also via Zoom
  - Registration is now open for students; we've begun reaching out. We encourage you to connect with your students to register!
  - More information on our website: https://graduateschool.uccs.edu/current-students/mountain-lion-grad-slam
- 2022-2023 Academic Catalog is open for editing.
  - Course Inventory Changes must be approved and submitted to Academic Scheduling by Friday January 28th
    - Course Inventory Forms for graduate classes do require the signature of the graduate school, so please give yourself enough time to get that additional signature.
  - Catalog editing deadline is Friday March 4th
    - Any changes that require a GEC vote should be done by the February GEC meeting to ensure there is time for approval and making edits in the catalog.

GEC Meetings for 2021-2022 all meetings are from 10:00-11:30

- Fall 2021 GEC Meetings
  - December 10
- Spring 2022 GEC Meetings
  - February 11, March 11, April 8, May 6 (one week early due to commencement)

Bachelor of Arts in Technical Communication & Information Design (TCID) to Master of Business Administration (MBA) Accelerated Master Program

Program Description:
The Bachelor of Arts in Technical Communication and Information Design (BA TCID) to Master of Business Administration (MBA) Accelerated Master Program (AMP) is designed to allow students to work concurrently on the BA TCID and the MBA. Up to 9 graduate credit hours earned while enrolled in the BA TCID to MBA AMP can be counted toward the fulfillment of requirements for both programs. In order for the courses to be credited for requirements in both degree programs, they must be taken after admission to the AMP and prior to completion of the undergraduate degree. Courses also must be from the list of identified courses approved for dual credit.

The purpose of the BA in TCID to MBA AMP is to provide an opportunity for high achieving students to complete their undergraduate degree in Technical Communication and Information Design and graduate degree in Business Administration in an accelerated time frame. The result should be to increase opportunities for access to graduate education and expand career prospects. It is also a forward-thinking cross-college partnership between the College of Letters, Arts, and Science (LAS) and the College of Business (COB). Development of the program directly exemplifies the UCCS core values of integration, innovation, collaboration, inclusive diversity, and dynamic responsible growth.

Students admitted to the dual program will earn a Bachelor of Arts in Technical Communication and Information Design upon completion of the BA requirements and will be eligible to participate in the undergraduate commencement ceremony. Students admitted to the BA in TCID to MBA AMP must apply for full graduate admission and be accepted to the Master of Business Administration program. BA in TCID to MBA AMP students are not guaranteed admission to the MBA program.

BA in TCID to MBA AMP students desiring to continue to the MBA program after completing the BA in Technical Communication and Information Design degree must meet with the MBA Program Director and submit an intent form prior to completing courses which will be applied to the BA in TCID to MBA AMP . Prior to graduation, students must also submit a formal application to the MBA program, which includes all official transcripts, a written statement of intent, and letters of recommendation. Instructions for the graduate application process are available on the College of Business website: Application Process Checklist | College of Business (uccs.edu).

BA in TCID to MBA AMP students are not required to continue with the MBA program after completion of the BA in Technical Communication and Information Design. However, BA in TCID to MBA AMP students are admitted on the premise that they intend to complete both degrees. If they choose to withdraw from this program prior to completing both degrees, they will not be allowed to return later and dual count credits.

BA in Technical Communication and Information Design:
General Requirements for the BA in Technical Communication and Information Design Include:
- 36 credit hours of TCID course work, 33 hours of which must be upper-division (3000+ level).
- An additional 18 hours in a Concentration area must be completed for students in the AMP. The concentration area for BA TCID to MBA AMP students will be a business prep concentration that

will include 9 hours of undergraduate Business courses (ACCT 2010, ACCT 2020, and QUAN 2010), STRT 6000, and two additional MBA Core Courses.
- Students must also complete INFS 1100 to fulfill their Compass Curriculum Explore – Society, Behavior and Health requirement.
- All major course work must be completed with a grade of C-, or better.

Master of Business Administration:
- Degree requirements for the General MBA include:
- Completion of a minimum of 30 hours of graduate work with a grade point average of B (3.0) or better.
- Students must earn grades of C or better in all courses applied to the degree.
- The 30 hours includes 24 hours of core courses, and 6 hours of MBA elective courses.
- Students enrolled in the BA in TCID to MBA AMP will complete STRT 6000 and two additional MBA core courses as part of the undergraduate degree.
- BA in TCID to MBA AMP students must complete all of the MBA course courses and additional MBA degree requirements as outlined in the university catalogue.

Dual Credits:
BA in TCID to MBA AMP allows students to count 9 semester credit hours toward both the Bachelor of Arts in Technical Communication and Information Design and the Master of Business Administration. In order for credits to be double-counted, the following conditions must be met:
- Dual credit courses must be from among those approved, included in the list of courses approved for dual credit below.
- Dual credit courses must be completed with a B or better
- Dual credit courses must be taken for graduate credit (5000 level or above)

courses approved for Dual Credit:
- STRT 6000 (required)
- ACCT 6100
- FNCE 6000
- INFS 6000
- MGMT 6000
- MKTG 6000
- OPTM 6000

Standards for Admission:
- Completion of the AMP Intent form and admission into the BA in TCID to MBA AMP is required prior to taking the dual-credit TCID/MBA courses at the 6000 level. Admission into the BA in TCID to MBA AMP is competitive. Students must meet the following criteria:
- A current UCCS student who has completed at least 30 credit hours at UCCS;
- Student must have junior class standing or higher for eligibility to be accepted into the program;
- A cumulative CU GPA of at least 3.20;
- Student is a declared major in the TCID bachelor's program;
- Completion of at least 15 credits hours in the major;
- Any MAPS deficiencies must be completed prior to admission to the accelerated master's degree program;

- Meet the standards and admissions requirements for both programs as outlined in the UCCS catalogue (which may include higher standards than those listed above and/or additional criteria).
- Completion of a 1-page (double space, 1 inch margins) essay outlining the student's career goals.

Program Retention Criteria:
Students must maintain a 3.2 GPA throughout the undergraduate portion of the program and a 3.0 GPA throughout the graduate portion of the program. To remain in the program, students must meet the requirements of the respective programs as outlined in the UCCS catalog. If students fail to maintain requirements for either program they will be dismissed from the AMP in accordance with the policies outlined in these documents. In cases where the student appeals a dismissal decision, the policy of the college whose requirements are not being met will be followed.

Departmental Authority:
Both the Department of Technical Communication and Information Design and the Master of Business Administration program will track students enrolled in the BA in TCID to MBA AMP. Both the Department of Technical Communication and Information Design and the Master of Business Administration program will inform appropriate offices (e.g., admissions, records, academic advising, graduate school, financial aid) when a student is being admitted to the accelerated master's graduate status as well as when a student is removed from the program due to failing to meet program requirements or if student selects to voluntarily end enrollment in accelerated program.
Advising responsibilities for the undergraduate portion of this degree will be the responsibility of Academic Advising. Advising for the MBA portion of the AMP will be the responsibility of the MBA program.

BA TCID to MBA AMP Five-Year Degree Plan

FIVE-YEAR DEGREE PLAN

Please note that this is an *example* degree program and your program may vary. **Students are responsible for completing all course prerequisites.**

	√	FALL	Hours	√	SPRING	Hours
Year One		ENGL 1310	3		TCID 2080 or TCID 2090	3
		GPS 1010	3		INFS 1100	3
		MATH 1040	4		Humanities Elective	3
		Explore – Arts, Humanities & Cultures Course	3		General Elective	2
		Explore – Physical & Natural World Course	3		General Elective *(Oral Communication)*	3
		TOTAL	16		**TOTAL**	14

	√	FALL	Hours	√	SPRING	Hours
Year Two		TCID 3100	3		TCID Practice/Theory Course	3
		ENGL 3110	3		ACCT 2020	3
		ACCT 2010	3		Social Science Elective	3
		Natural Science Elective (w/ lab)	4		Natural Science Elective	2
		Social Science Elective	3		General Elective	3
		TOTAL	16		**TOTAL**	14

	√	FALL	Hours	√	SPRING	Hours
Year Three		TCID 3120	3		TCID 3130 or TCID 3865 (spring)	3
		TCID 3860	3		TCID 4060 (spring) or TCID 4065 (fall)	3
		QUAN 2010	3		TCID 4080 (spring)	3
		Natural Science Elective	3		Humanities Elective	3
		Social Science Elective *(Global Awareness)*	3		General Elective *(Sustainability)*	3
		TOTAL	15		**TOTAL**	15

	√	FALL	Hours	√	SPRING	Hours
Year Four		TCID Practice/Theory Course	3		TCID 4090 (spring)	3
		STRT 6000	3		TCID Practice/Theory Course	3
		HUM 3990	3		MBA Core Course	3
		General Elective	3		MBA Core Course	3
		General Elective *(Cultural Diversity)*	3		General Elective	3
		TOTAL	15		**TOTAL**	15

	√	FALL	Hours	√	SPRING	Hours
MBA Program		MBA Core Course	3		STRT 6500	3
		MBA Core Course	3		MBA Elective	3
		MBA Core Course	3		MBA Elective	3
		MBA Core Course	3			
		TOTAL	12		**TOTAL**	9

We have a new seminar requirement for our MSc students in the Department of Chemistry and Biochemistry. (The bold font below includes the seminar requirement that lies outside of a course requirement).

All MSc students are required to give at least one seminar in the Department Seminar Series during their program. All students who matriculate in the Fall 2021 semester and later are required to take CHEM 6030, Project Seminar. These seminars fulfill the requirements of that course.

1. Research track (Plan I or thesis): Students who are on the research track are required to give two presentations prior to defending the thesis. Either seminar may be presented as part of the course requirements for CHEM 6030, **and the other seminar must be scheduled and presented outside of this course credit to meet general program requirements**.

    a. The first seminar, *Introduction to Project*, is a 20 min PowerPoint presentation that describes the following aspects of the student's proposed research: 1) Societal motivation and background for research (~ 9 min), 2) defining scientific questions and hypothesis (~1 min), 3) presenting preliminary research results (~ 3 min), 4) future directions and planned experiments (~ 5 min) and 5) acknowledgments (~ 1 min).

    b. The second seminar, *Plan to Finish*, is a 30 min PowerPoint presentation that can be thought of as a practice session prior to the thesis defense. This presentation should be given in the penultimate or final semester of the student's MSc program. Elements of this presentation include: 1) societal motivation and background literature review (~ 5 min); 2) defining scientific questions and hypothesis (~ 1 min); 3) methods and research results to date (~18 min), 4) conclusions to date (~1 min), 5) planned final experiments (~3 min), and 6) acknowledgements (~ 1 min).

2. Course track (Plan II or non-thesis): Students who are on the course track give one 30 min PowerPoint seminar over the contents of their Master's Project Paper (CHEM 7050) to fulfill the requirements of the CHEM 6030 course. This PowerPoint presentation should contain the following elements: 1) Description or motivation of paper thesis (~ 3 min); 2) examination of at least five key peer-reviewed manuscripts that were cited in the paper, with figures, to summarize the research findings in the topic area (~20 min); 3) explore future research questions or define experiments (~5 min), and 4) conclusions (~ 2 min).