



Graduate Executive Committee
September 10, 2021
Minutes

Attendees:

Voting Members: Jon Caudill, Catherine Simmons, Carole Traylor, Steve Tragesser, James Pearson, Katherine Spendier, Janel Owens, Jeremy Bono, Brandon Vogt, Sylvia Mendez, Brian McAllister, Amanda Elder, Diane Stutey, David Moon, Katie Anderson-Pence, Jeff Ferguson, Leilani Feliciano, Rory Lewis

Non-Voting Members: Kylie Rossman, Constance Staley, Sudhanshu Semwal, Regina Winters, Mark Tomforde, David DuBois, Sam Adams, Maria O'Connell, Amy Rodas, Wendi Clouse, Sarah Elsey, Amanda Morgenstern, Sandy Ho, Angel Tran, Kevin Laudner, Wang Chao, Matthew Cox, Elizabeth Daniels, Jose Mora, Kristina Ewald, Pauline Hoyte

- Salesforce Admissions Processing Reminder (Mathew Cox)
 - As many already know, the Office of Admissions has been working on implementation of Salesforce's new "Admission Connect" recruitment and admissions CRM platform since last fall and are nearing our September 20th go-live date. We are extremely excited about this transition which will enable us to leverage significantly more and better technology in support of our new-student cultivation, application, admission, orientation and enrollment yield processes.
 - **Please note that the Office of Admissions will not be updating student application records or making admission decisions during the week of Sept. 13 – 19** due to admission data migration into our new platform and admissions staff training both occurring during that week. This includes process pause includes applicants already in our system as well as new applications submitted during that time. Prospective applicants, whether UG, Grad or Non-degree will still be able to access and submit their respective admission applications during that week, but our admission office will not be touching them until our go-live date on Monday, Sept. 20, at which time we will resume admission process operations. We do not expect this 5-day process pause to create a negative experience for any applicants given its short duration.

- Welcome to the Graduate Executive Committee.
 - The composition of the committee:
 - Graduate School Dean (Chair)
 - An identified faculty representative from each unit/department that has a graduate degree program. Each representative has one vote in the Graduate Executive Committee (units/departments with master's and doctoral degrees have one vote). Units/departments may request additional membership on Graduate Executive Committee for robust and unique degrees/options/programs subject to GEC vote. A voting member must have *Regular* faculty appointment status. The Graduate School will keep a list of voting members of GEC each semester.
 - A representative of the library faculty (non-voting member)
 - The Graduate Executive Committee focuses on the issues of graduate education including, but not limited to, student affairs, curriculum development, and academic transactions. In particular, the Graduate Executive Committee will:
 - Approve policies and procedures of the Graduate School (Note that some policies may require further approval by the UCCS Faculty Assembly, the Provost and Executive Vice Chancellor for Academic Affairs, the Chancellor, the University of Colorado System office, or the Regents)

- Review all proposals for new graduate programs, new program options/tracks/concentrations/areas of emphasis and make recommendations to the Provost and Executive Vice Chancellor for Academic Affairs.
 - Review proposals for significant modification (See Article II: Section C of the Graduate School Policies and Procedures) of existing curricula and make recommendations to the Provost and Executive Vice Chancellor for Academic Affairs.
 - Quorum:
 - The voting members, or proxy approved by the chair, present at any GEC meeting shall constitute a quorum. The meetings shall be chaired by the Graduate School Dean and conducted in accordance with Robert's Rules of Order, except that if a vote is called for, it shall be conducted in a manner that will allow all present *Regular* members of the Graduate Executive Committee to participate.
- Graduate School Policies and Procedures Review
 - Reviews happen every 5 years
 - Subcommittee will review and make suggestions for changes. The graduate school has a small list of items for this subcommittee to consider as they begin their review.
 - Sylvia Mendez (COE, leadership; smendez@uccs.edu)
 - Jon Caudill (SPA, criminal justice, jcaudill@uccs.edu)
 - Janel Owens (LAS, chemistry, jowens2@uccs.edu)
 - GEC would like to see following considered:
 - Micro-credentials / stackable certificates (Jeff Ferguson)
 - Legislature in terms of education in Colorado (David Moon)
- UCCS-IASP (Sudhanshu Semwal)
 - <https://iasp.uccs.edu/>
 - General updates for GEC and initiatives IASP is a part of.

Deans Report:

- Professional Development for Graduate Students with the Career Center
 - Refining “Soft Skills” (also called “Durable Skills,” “Essential Skills,” “Power Skills”)
 - Resume Writing, more in depth than the standard offerings
 - Digital Reading
 - Virtual Interviewing
 - Collaborating with Women in Public Service student group
 - Professionalism in the Workplace
 - NCFDD has resources
 - Guidance for graduate students in terms of job fairs, especially international students
- Changes to HLC reporting are coming
 - <https://www.hlcommission.org/Accreditation/inquiry-form-for-changes-to-existing-academic-programs.html>
 - Reach out to David Moon for help in filling out the HLC form in terms of reporting
 - Number of credit hours
 - Change of content
 - Method of delivery
- Graduate Student Survey
 - The graduate school is compiling college and department specific results, which we will be sharing later in the semester

- DEI Grant
 - Graduate School received grant for Holistic Admissions
 - Graduate School will be looking for a faculty fellow to help work on this

Informational:

- The MS Strength and Conditioning program has been deactivated (see document)
- Changes to the Thesis/Dissertation Submission Process. The library is moving away from requiring hard copies over the next year.
 - During the AY2021-2022 students will be required to have ONE archive copy printed through the UCCS Copy Center and pay for the printing with the Copy Center. The library will be covering the cost of binding the archive copy.
 - Starting Fall 2022, the entire process will be done electronically. Once a student's submission is approved through ProQuest they are finished. No more waiting to take care of the printing/hard copies to ensure they're wrapped up for the semester.
 - Students have the option to get hard bound copies of their manuscript through ProQuest directly. The option is available during the submission process to purchase copies, or again later after ProQuest has published the submission.

Announcements:

- The NSF Graduate Research Fellowship Program has a FAQ page that has recently been updated and is now available.
 - [NSF Graduate Research Fellowship Program Frequently Asked Questions \(FAQs\)](#)
- The GRADCO Professional Development Series is ongoing through the months of September-November (see document)
 - Graduate students and postdoctoral scholars are invited to participate in online professional development opportunities.

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

- Fall 2021 GEC Meetings
 - October 8, November 12, December 10
- Spring 2022 GEC Meetings
 - February 11, March 11, April 8, May 6 (one week early due to commencement)



Helen and Arthur E. Johnson
Beth-El College of
Nursing and Health Sciences
UNIVERSITY OF COLORADO COLORADO SPRINGS

June 2nd, 2021

Dear Graduate School,

Please accept this letter as notification that we wish to request the deactivation of the MS Strength and Conditioning program. While there is student interest in this program, we do not have the required faculty presence in this field to run and maintain this program. Should this situation rectify itself in the future we may ask that this program be reactivated. There are no students currently in the program.

We will be happy to answer any questions that you have.

Sincerely,

A handwritten signature in black ink that reads 'J. Pearson'.

James Pearson, PhD
Assistant Professor and Graduate Program Coordinator
Human Physiology and Nutrition

A handwritten signature in black ink that reads 'Andrew W Subudhi'.

Andrew W Subudhi, PhD
Chair and Professor
Human Physiology and Nutrition

A handwritten signature in black ink that reads 'Kevin Laudner'.

Kevin Laudner, PhD
Dean and Professor
Helen and Arthur E. Johnson Beth-El College of Nursing and Health Sciences

Fall 2021

GRADCO

PROFESSIONAL DEVELOPMENT SERIES

Graduate students and postdoctoral scholars from partnering Colorado institutions are invited to participate in these online professional development opportunities

Sept. 3 | 11:00 a.m.-12:30 p.m.

Know Thyself: Introduction to Wellness and Positive Psychology

Hosted by UNC | Register at <https://col.st/iOeyk>

Sept. 8 | Noon-1:30 p.m.

Thesis and Dissertation Writing Tips: How to Get Started and Stay Inspired

Hosted by CSU | Register at <https://col.st/yv09W>

Sept. 17 | 11:00 a.m.-12:30 p.m.

More Than Meditation: Mindfulness for Regular People

Hosted by UNC | Register at <https://col.st/ZSKDe>

Sept. 20 | 4:00-5:00 p.m.

Trauma-informed instruction

Hosted by UNC | <https://col.st/GYuVH>

Sept. 20 | 9:00-10:00 a.m.

Finding Funding for Your Research

Hosted by UCCS | Register at <https://col.st/xbab8>

Sept. 21 | Noon-1:30 p.m.

Project and Budget Management

Hosted by CSU | Register at <https://col.st/yv09W>

Sept. 23 | Noon-1:00 p.m.

Proposal Writing Series: Explaining the Project in One Paragraph

Hosted by CU Boulder | Register at <https://col.st/6Fi18>

Sept. 29 | Noon-1:30 p.m.

Uncovering Bias: Exploring Implicit and Explicit Bias

Hosted by CSU | Register at <https://col.st/yv09W>

Oct. 5 | Noon-12:50 p.m.

Governance, Risk, and Compliance for Research

Hosted by CSU | Register at <https://col.st/yv09W>

Oct. 6 | Noon-1:00 p.m.

LinkedIn for Scientists

Hosted by CU Anschutz | Register at <https://col.st/kBveD>

Oct. 12 | Noon-1:00 p.m.

Imposter Syndrome in Graduate School & Beyond

Hosted by CU Boulder | Register at <https://col.st/DHGNR>

Oct. 20 | Noon-1:30 p.m.

Resolving Conflict with Your Advisor

Hosted by CSU | Register at <https://col.st/yv09W>

Oct. 20 | Noon-1:00 p.m.

Proposal Writing Series: Keeping the Narrative Simple

Hosted by CU Boulder | Register at <https://col.st/RIXFn>

Nov. 2 | Noon-1:00 p.m.

Mastering Your Habitual Tendencies: How to Learn More Effective Productivity Habits

Hosted by CU Boulder | Register at <https://col.st/UBaY9>

Nov. 3 | Noon-12:50 p.m.

Team Science

Hosted by CSU | Register at <https://col.st/yv09W>

Nov. 17 | Noon-1:00 p.m.

Proposal Writing Series: Sustaining Your Argument

Hosted by CU Boulder | Register at <https://col.st/nQw6N>

Modern Researcher 501 Workshop Series

Hosted by Mines | Recordings will be available asynchronously
<https://libguides.mines.edu/researcher501/past>



INSTITUTIONAL MEMBERSHIP

ON DEMAND ACCESS TO THE MENTORING,
ACCOUNTABILITY, & SUPPORT YOU NEED
TO THRIVE IN THE ACADEMY.

Did you know?
NCFDD currently
supports faculty,
postdocs, and
graduate students
at more than 450
institutions from all
across the country!

Membership Benefits:

- Greater success with publications and securing external funding for research
- Increased confidence as an independent researcher and scholar
- Healthier personal and professional relationships with departmental colleagues
- Increased interactions with campus-based and external mentors, sponsors, and collaborators
- Increased job satisfaction and retention

The NCFDD has members from almost every discipline and representing a broad range of colleges and universities. We offer essential tools for underrepresented faculty, postdocs, and graduate students and best practices for all scholars looking to make successful transitions throughout their careers.

For more information, contact: InstitutionalMembership@facultydiversity.org
www.FacultyDiversity.org (313) 347-8485

Is your institution already a member? If so, register today!

- Go to www.facultydiversity.org/join.
- Select your institution from the dropdown menu.
- On the institution's landing page, click "Activate My Membership."
- Complete the Registration Form using your institutional email address (e.g., you@yourschool.edu)
- Go to your email and click "Activate Account" in the confirmation email.

How to Thrive in Academia

We focus on four key areas that help you achieve extraordinary writing and research productivity while maintaining a full and healthy life off campus.

1. Strategic Planning

Learn how to plan your academic year, your term, and your weekly schedule in a way that is aligned with your tenure and promotion criteria



4. Work-Life Balance

Learn how to reduce your stress, prioritize your self-care, and find balance in your personal and professional life



2. Explosive Productivity

Learn the skills and strategies that will help you publish more research, win more grants, and manage your internal resistance to writing



3. Healthy Relationships

Learn how to manage your professional relationships and build a thriving network of mentors, sponsors, and collaborators

Institutional Membership includes access to:

- The Monday Motivator
- Monthly Core Curriculum webinars
- Guest Expert Webinars, and Multi-Week Courses
- Full library of all previous webinars and multi-week courses
- 14-Day Writing Challenges with WriteNow accountability tracking
- Private Discussion Forums with moderated monthly writing challenges
- Peer-mentor ("buddy") matches
- Dissertation Success Curriculum & Discussion Forum for advanced graduate students
- Priority registration for the Faculty Success Program
- Alumni program enrollment free of charge for Faculty Success Program Alumni

"The supportive community that the NCFDD provides has given many of our faculty new ways to organize their work so they can both be productive and have time for families and friends. Balance is the term that comes to mind, but it is more than that." **Margaret L. Andersen, PhD, University of Delaware, Associate Provost for Faculty Affairs, The University of Delaware**



"Our faculty at all career stages, especially faculty of color and underrepresented faculty members, have found the resources beneficial - inspirational, pragmatic, and normalizing of the challenges they face... Faculty evaluations of the program report their appreciation that the institution is 'investing in our future and success.' The NCFDD is a breath of much-needed fresh air in the Academy." **Diane Finnerty, MS, Assistant Provost for Faculty, The University of Iowa**

For more information, contact: InstitutionalMembership@facultydiversity.org
www.FacultyDiversity.org (313) 347-8485