



Educational Programs Committee Meeting

Board of Trustees

Jun 16, 2021 9:15 AM - 10:00 AM EDT

Table of Contents

I. Agenda.....	2
II. Minutes of the April 14, 2021 meeting.....	3
III. Reports	
A. Discussion Provost Update.....	6
IV. New Business	
A. EPC-1 Tenure with Hire.....	11
B. EPC-2 Conferral of Degrees.....	14
C. EPC-3 New Degree Program Proposal - Masters in FinTech.....	16
D. INFO-1 Amendments to Regulation UCF-2.003 Admission of Graduate Students.....	22



UNIVERSITY OF CENTRAL FLORIDA

**Board of Trustees
Educational Programs Committee
Virtual Meeting
June 16, 2021, 9:15 – 10:00 a.m.**

Livestream: <https://ucf.zoom.us/j/97994455062?pwd=bGJma05UVTBqS1V0b3ZGVVY2aHg0Zz09>

Webinar ID: 979 9445 5062; passcode 151696

Conference call number: 1-312-626-6799, access code: 979 9445 5062

AGENDA

- | | |
|--|--|
| 1. Call to order | Alex Martins, <i>Chair, Educational Programs Committee</i> |
| 2. Roll Call | Gwen Ransom, <i>Executive Assistant Office of the Provost</i> |
| 3. Minutes of the April 14, 2021 meeting | Chair Martins |
| 4. Reports | Chair Martins |
| Discussion | Provost Update
Michael D. Johnson, <i>Interim Provost and Vice President for Academic Affairs</i> |
| 5. New Business | Chair Martins |
| EPC-1 | Tenure with Hire
Michael D. Johnson |
| EPC-2 | Conferral of Degrees
Michael D. Johnson |
| EPC-3 | New Degree Program Proposal - Masters in FinTech
Michael D. Johnson |
| INFO-1 | Amendments to Regulation UCF-2.003
Admission of Graduate Students
Michael D. Johnson |
| 6. Adjournment | Chair Martins |



UNIVERSITY OF CENTRAL FLORIDA

**Board of Trustees
Educational Programs Committee
April 14, 2021
Virtual Meeting
MINUTES**

CALL TO ORDER

Trustee Alex Martins, chair of the Educational Programs Committee, called the meeting to order at 9 a.m. Committee members present were Trustees Joseph Harrington, Sabrina La Rosa, and Caryl McAlpin. Board of Trustees Chair Beverly Seay also attended.

MEETING MINUTES

The Educational Programs Committee unanimously approved the meeting minutes of February 9, 2021, with amendment.

REPORTS

Provost Update

In his provost update, Interim Provost Michael Johnson began by welcoming recently reappointed Trustee Alex Martins, the new chair for Educational Programs Committee. Johnson also recognized and thanked Trustee Sabrina La Rosa for her contributions to the committee and the Board of Trustees. This was her last committee meeting as Student Government president.

Johnson provided details on other topics, including:

Spring Break

Spring break for students and faculty was scheduled later than usual, from April 11-18, as a precaution in case COVID-19 turned out to be widespread or growing.

Summer and Fall Plans

Scheduling for summer and fall classes began in March. The summer schedule was built based on the expectation the CDC would still recommend COVID precautions such as masks and physical distancing. For Summer A, C, and D, course schedules are much like the spring; a reasonable number of courses are on campus, but most sections are remote.

Summer B added extra on-campus classes, particularly courses important for freshmen who begin in Summer B. This meant splitting some classes into smaller sections and fitting them into smaller classrooms, based on availability. Exemptions from face-to-face teaching this summer will be handled through the normal processes (Americans with Disabilities Act, chair discretion, etc.) and not through a special COVID exemption form, due to the widespread availability of vaccines.

For fall, UCF is planning for an ordinary class schedule, like pre-pandemic days. There may continue to be COVID measures in place contingent on CDC guidelines. If COVID conditions worsen, the university will pivot to more remote teaching.

COVID Relief Funding

There is still uncertainty about this fiscal year's budget. Hiring and spending freezes were imposed early in the fiscal year, although many hiring freeze exemptions have been approved, especially for critically needed faculty.

Planning

The president has stated a goal of UCF becoming a top 50 public research university. Student outcomes are already top 50, but resources are decidedly far from the top 50. With strategic thinking, UCF is developing various scenarios that could lead to top 50 status.

The plan needs to include reducing the student-faculty ratio to a level consistent with other top 50 public institutions. It took over a decade to get into our current situation with a high student-faculty ratio, and it will take some years to undo it. UCF will work this summer and fall to shape more solid plans

Johnson closed by highlighting achievements of faculty and students:

- UCF's graduate video game program is ranked No. 1 in the world by the *Princeton Review* and *PC Gamer* magazine.
- For the fifth straight year, *CEOWorld* magazine ranks the Rosen College among the world's top five best hospitality and hotel management schools.
- In the latest *U.S. News & World Report* rankings of *Best Graduate Schools*, 30 UCF graduate programs rank among the best nationally.
- A record 16 UCF students and alumni recently earned National Science Foundation graduate research fellowships, the most in our history.
- And four students earned highly prestigious Goldwater Scholarship Awards – the same number as Harvard, MIT, Yale, and Johns Hopkins. These awards recognize sophomores and juniors who have promise for becoming research leaders in STEM fields.

NEW BUSINESS

2021 UCF Accountability Plan (EPC-1)

Dr. Paige Borden, Associate Provost and Chief Analytics Officer, presented an overview of the 2021 plan, highlighting UCF's strategic direction, performance-based funding, and preeminence; key performance metrics; enrollment planning; and potential academic program development.

Trustee McAlpin motioned to approve, and Trustee LaRosa seconded.

The committee unanimously approved the 2021 UCF Accountability Plan.

Tenure with Hire (EPC-2)

Interim Provost Johnson requested tenure with hire for three faculty members: Grace M. Bochenek, College of Graduate Studies, who will serve as UCF's Director of the School of Modeling, Simulation, and Training; Stephen S. Eikenberry, College of Optics and Photonics; and Matthew T. Theriot, College of Health Professions and Sciences, the new Director of the School of Social Work.

Trustee LaRosa motioned to approve, and Trustee McAlpin seconded.

The committee unanimously approved Tenure with Hire.

2021 UCF Tenure Recommendations (EPC-3)

Interim Provost Johnson requested tenure approvals for 45 faculty members. These candidates underwent an extensive consideration process that includes reviews of their research by outside experts, and evaluations of their teaching, research, and service by the department's tenured faculty, the department chair, the college promotion and tenure committee, the dean of the college, and the university promotion and tenure committee. The final recommendation is made by the president in consultation with the provost. As part of a committee discussion on this item, a suggestion was made to hold a workshop on the tenure process at a future date.

Trustee McAlpin motioned to approve, and Trustee Harrington seconded.

The committee unanimously approved 2021 UCF Tenure Recommendations.

Conferral of Degrees (EPC-4)

Johnson said UCF expects to award more than 9,100 degrees this spring, which includes baccalaureate, master's, specialists, and doctoral degrees. Commencement ceremonies return this spring. Graduates had two options for participating the Grad Walk in the Pegasus Ballroom, April 30-May 5, or a somewhat traditional but smaller ceremony in the Addition Financial Arena, which will host seven ceremonies from May 6-8, including a doctoral ceremony.

Trustee Harrington motioned to approve, and Trustee LaRosa seconded.

The committee unanimously approved Conferral of Degrees.

Degree Program Termination – Modern Languages Combination Program – Foreign Languages (EPC-5)

Termination of this bachelor's degree program was requested by Dr. Timothy Letzring, Senior Associate Provost for Academic Affairs. This program, which allowed students to study two languages, was inactivated in 2015 following low enrollment and a shortage of faculty.

Trustee LaRosa motioned to approve, and Trustee McAlpin seconded.

The committee unanimously approved the Degree Program Termination – Modern Languages Combination Program – Foreign Languages.

New Degree Program Proposal – Ph.D. in Kinesiology (EPC-6)

Dr. Letzring also proposed the development of a new Ph.D. degree program in Kinesiology. This proposal represents the continuation of the education Ph.D. in the newly organized School of Kinesiology and Physical Therapy in the College of Health Professions and Sciences.

Trustee Harrington motioned to approve, and Trustee McAlpin seconded.

The committee unanimously approved the New Degree Program Proposal – Ph.D. in Kinesiology.

Amendment to University Regulation, UCF 2.036, College Credit for Nontraditional Courses Prior to Initial Enrollment (INFO-1)

This proposed amendment presented by Letzring clarifies the meaning of the term “nontraditional” and explains the type of nontraditional courses that may be eligible for credit awarded by the university.

Amendment to University Regulation, UCF 3.010, Faculty Evaluation, and Improvement (INFO-2).

Lucretia Cooney, Director for Faculty Excellence, presented this amendment that defines evaluations of administrative and OPS adjunct faculty members.

Both amendments were considered for approval on the Governance Committee agenda.

ADJOURNMENT

Chair Martins adjourned the Educational Programs Committee meeting of April 14, 2021, at 10:30 a.m.

Reviewed by: _____
Alex Martins
Chair, Educational Programs Committee

Date

Submitted by: _____
Janet Owen
Associate Corporate Secretary

Date

Return to Campus

Student Outcome Comparisons

Undergraduates: Spring 2019 to Spring 2020 and Spring 2021

Passing Grades

88.8% to 91.1% to **89.5%**

Credit Hours Passed

10.4 to 10.5 to **10.5**

Withdrawals

4.3% to 4.5% to **4.4%**

Average GPA

3.12 to 3.44 to **3.19**

Budget



Legislative Highlights



Academic Spotlights



UCF BOARD OF TRUSTEES
Agenda Item Summary
 Educational Programs Committee
 June 16, 2021

Title: Tenure with Hire

☐ Information ☐ Information for upcoming action ☒ Action

Meeting Date for Upcoming Action: June 17, 2021

Purpose and Issues to be Considered:

The recommendation of a faculty member for tenure shall signify that the president and the Board of Trustees believe that the employee will continue to make significant and sustained professional contributions to the university and the academic community.

The primary purpose of tenure is to protect academic freedom. The award of tenure shall provide annual reappointment until voluntary resignation, retirement, removal for just cause, or layoff.

Background Information:

New faculty members are hired each year with tenure. Normally, such faculty members have earned tenure at their previous institution and meet UCF's requirements for tenure. For others, tenure is part of the hiring package when senior faculty members are hired for administrative positions. Department faculty members and the university's administrative officers have approved granting tenure to these faculty members.

Recommended Action:

The department, college and Provost support the recommendations for tenure with hire.

Alternatives to Decision:

N/A

Fiscal Impact and Source of Funding:

Faculty are considered employees of the university and like other employees, compensation is negotiated during the hiring process. Recommendations for tenure are considered independently from compensation. Faculty who are awarded tenure will have annual reappointment until voluntary resignation, retirement, removal for just cause, or layoff.

Authority for Board of Trustees Action:

UCF 3.015(4)(a)5 – Promotion and Tenure of Tenured and Tenure-earning Faculty

Contract Reviewed/Approved by General Counsel ☐ N/A ☒

Committee Chair or Chair of the Board has approved adding this item to the agenda ☒

Submitted by:

Jana L. Jasinski, Vice Provost for Faculty Excellence and Pegasus Professor of Sociology

Supporting Documentation:

Attachment A: Tenure with Hire Justification

Facilitators/Presenters:

Michael D. Johnson, Interim Provost and Vice President for Academic Affairs

Jana L. Jasinski

Tenure with Hire Justification

Mona Shattell, Professor

College of Nursing, Department of Nursing Systems

Dr. Mona Shattell received her Ph.D. in nursing from the University of Tennessee. She comes to UCF from Johns Hopkins University, where she was a tenured professor of nursing. At UCF, she will serve as the Chair of the Department of Nursing Systems and the Hugh F. and Jeannette G. McKean Endowed Chair. While at Johns Hopkins University, Dr. Shattell was the Associate Dean for Faculty Development and a joint appointment with Bloomberg School of Public Health, Department of Environmental Health and Engineering. Her Fellow inductions include the American Academy of Nursing, the Institute of Medicine Chicago, and Sigma Theta Tau International Nurse Researcher Hall of Fame. Dr. Shattell is a nationally and internationally recognized leader in psychiatric mental health nursing practice and one of the few researchers to study the mental health of long-haul truck drivers. She has published numerous peer-reviewed journal articles, book chapters, presented at regional, national, and international conferences and keynote addresses. Dr. Shattell has extensive teaching experience at the undergraduate and graduate levels, teaching mental health, health care policy, finance, ethics, and health care law. Dr. Shattell serves as *Journal of Psychosocial Nursing and Mental Health Services* editor, among many other service activities in the profession, school, and university. The Department of Nursing Systems and College of Nursing support the recommendation for tenure with hire.

Mercedeh Khajavikhan, Professor

College of Optics and Photonics

Dr. Mercedeh Khajavikhan received her Ph.D. in electrical engineering from the University of Minnesota. She comes to UCF from the University of Southern California, where she was a tenured associate professor of electrical and computer engineering. Dr. Khajavikhan previously held a tenured faculty position at the University of Central Florida. Among her numerous honors, she was named a fellow of The Optical Society of America, received the Defense Advanced Research Projects Agency (DARPA) Director's Fellowship, a UCF Luminary Award, DARPA Young Faculty Award, Excellence in Graduate Teaching Award – UCF CREOL, Office of Naval Research Young Investigator Award, and a National Science Foundation Early CAREER Award. Over the past five years, she has awards of over \$8.5 million in external funding. Dr. Khajavikhan is a well-established educator and researcher in the area of nano-lasers and topological photonics. She is a highly cited author with numerous peer-reviewed journal publications and has presented at many regional, national, and international conferences, invited talks, and seminars.

Professor Khajavikhan has extensive teaching experience at undergraduate and graduate levels, developing and introducing several areas, including optoelectronics courses, photonics lab, quantum electronics, electromagnetics, and laser engineering.

Professor Khajavikhan has mentored postdoctoral scholars and research scientists; also graduated multiple Ph.D. and M.S. students. Khajavikhan served as *Optics Express* and *Applied Physics Letters* topical editor, among many other service activities in the profession, college, and university. The College of Optics and Photonics supports the recommendation for tenure with hire.

UCF BOARD OF TRUSTEES
Agenda Item Summary
 Educational Programs Committee
 June 16, 2021

Title: Conferral of Degrees

☐ Information ☐ Information for upcoming action ☒ **Action**

Meeting Date for Upcoming Action: June 17, 2021

Purpose and Issues to be Considered:

Approval for Summer 2021 Conferral of Degrees

Background Information:

UCF expects to award the following degrees during the Summer commencement ceremonies on August 7, 2021.

Baccalaureate Degrees:	3,114
Master's Degrees:	680
Doctoral and Specialist:	222
Total:	4,016

Recommended Action:

Recommend approval of the conferral of degrees during the Summer 2021 Commencement.

Alternatives to Decision:

N/A

Fiscal Impact and Source of Funding:

N/A

Authority for Board of Trustees Action:

BOG 1.001 (4)(a)

UCF BOT EPC Charter 2.1

Contract Reviewed/Approved by General Counsel: ☐ N/A ☒

Committee Chair or Chair of the Board has approved adding this item to the agenda ☒

Submitted by:

Brian Boyd, University Registrar

Supporting Documentation:

Attachment A: UCF 2021 Summer Commencement Graduation Count

Facilitator:

Michael D. Johnson, Interim Provost and Vice President for Academic Affairs

UCF 2021 Summer Commencement

College	Bachelor	Master	Doctorate	CollegeTotals
College of Arts and Humanities	176	13	6	195
College of Business Administration	391	129	9	529
College of Community Innovation and Education	357	254	46	657
College of Engineering and Computer Science	321	68	62	451
College of Graduate Studies	0	15	0	15
College of Health Professions and Sciences	378	99	1	478
College of Medicine	151	9	8	168
College of Nursing	207	12	47	266
College of Optics and Photonics	5	4	8	17
College of Sciences	723	55	33	811
College of Undergraduate Studies	194	0	0	194
Rosen College of Hospitality Management	211	22	2	235
Degree level totals:	3,114	680	222	4,016

UCF BOARD OF TRUSTEES
Agenda Item Summary
Educational Programs Committee
 June 16, 2021

Title: New Degree Program Proposal - Master of Science in FinTech

☐ Information ☐ Information for upcoming action ☒ Action

Meeting Date for Upcoming Action: June 17, 2021

Purpose and Issues to be Considered:

- **Program Description:**

FinTech or Financial Technology refers to the application of technological innovation in the financial services industry. Recent developments in technology and computer science have brought about significant changes in many sectors of the financial services industry, enabling individuals and businesses to use products and services at a lower cost, with greater ease and convenience.

- **Benefits:**

The ***MS in FinTech*** program will directly support the SUS goal of “Productivity” in STEM disciplines. The SUS strategic plan for 2012-2015 (page 12) has as a 2025 goal for Florida to “*increase the educational attainment levels of its citizens and the state universities must respond by awarding more degrees in specific high demand programs, particularly the STEM disciplines.*” The ***MS in FinTech*** program will contribute to the awarding of Master’s degrees produced at UCF in the high-demand STEM areas of technology and analytics within the context of the financial services industry. It also contributes to the SUS goal to: “Increase Community and Business Workforce” (page 13). This workforce training aspect of the program also contributes to UCF’s goal to become America’s leading partnership university. Several aspects of the degree program, in particular the final capstone project, will connect with the community and industry.

The program will support the SUS “Strategic Priorities for a Knowledge Economy” (pages 12-13). The goal of “Increasing Collaboration and External Support for Research Activity” will help UCF’s graduate programs in the CBA and the CECS increase their ability to engage with companies who will consider supporting faculty teaching in the program with grants and contracts. Engagement will happen both from students taking jobs in industry and becoming potential future sponsors of the faculty teaching in this program and from student projects conducted in the capstone course. Such collaborations with industry will also contribute to meeting the goal: “Increase Research and Commercialization Activity.” Such partnerships with industry are also consistent with UCF’s goals: “achieving international prominence in key programs of graduate study and research” and “becoming America’s Leading Partnership University.”

- **Career/Workforce Needs:**

According to the BLS (2020), the fastest-growing occupations (2018 projected to 2028) include information security analysts, statisticians, software developers/ applications, mathematicians, and operations research analysts. Job demand for FinTech is growing (with 7,439 FinTech jobs listed on LinkedIn as of 1/10/2020). FinTech jobs (which combine skills in key software and finance areas) have a high median annual income of \$130,000 vs. \$105,000 for a general software developer. Salaries for potential positions our graduates can seek include statistician (\$84,060), software developer/application (\$101,790), financial analyst (\$84,300) credit analyst (\$71,290), personal investment advisor (\$90,640), and software developer (\$103,560). The ***FinTech MS*** represents an interdisciplinary approach, through a partnership between finance and computer science, to prepare graduates to meet the workforce needs of the modern financial services industry.

It is essential to underscore the uniqueness of the ***MS in FinTech***, which distinguishes it from an MS in Finance or MS in Quantitative Finance.

- MS in Finance graduates typically perform traditional finance tasks (e.g., investments, asset management), and MS in Quantitative Finance graduates often work as Wall Street quantitative analysts or risk analysts.
- HOWEVER, the MS in FinTech will prepare students to analyze financial service activities and identify functions that can be simplified and build processes to automate them. These graduates, capable of programming and analyzing market requirements, will automate the simpler, commoditized finance activities and functions (e.g., payment systems, Robo-advising, P2P lending, online credit checks).

Background Information:

All graduate degree programs utilizing a new CIP Code must be reviewed and approved by the Board of Trustees.

The College of Business (CBA) and the College of Engineering and Computer Science (CECS) are proposing a new (joint) degree program for **CIP Code 30.7104 (Financial Analytics)**.

Recommended Action:

The Provost's office recommends approval of the new degree program. The program met all eight BOG Criteria "with strength."

Alternatives to Decision:

There is no alternative if this degree program is not approved.

Fiscal Impact and Source of Funding:

The program enrollment is projected at a level that ensures the viability of the program.

Authority for Board of Trustees Action:

BOG Regulation 8.011 – Authorization for New Academic Degree Programs and Other Curricular Offerings.

Contract Reviewed/Approved by General Counsel ☐ N/A ☒

Committee Chair or Chair of the Board has approved adding this item to the agenda ☒

Submitted by:

Michael Johnson, Interim Provost and Vice President of Academic Affairs

Supporting Documentation:

Attachment A: Request to Offer New Degree Program – Masters in FinTech

Please click the link below to view the full proposal:

<https://bot.ucf.edu/wp-content/uploads/sites/5/2021/06/EPC-3-Attachment-A-New-Degree-Program-Proposal-Masters-in-FinTech.pdf>

Attachment B: Analysis Summary for New Degree Authorization - Masters in FinTech

Facilitator:

Michael Johnson, Interim Provost and Vice President of Academic Affairs

Board of Governors, State University System of Florida

Request to Offer a New Degree Program

(Please do not revise this proposal format without prior approval from Board staff)

University of Central Florida

 University Submitting Proposal

College of Business Administration

 College of Engineering & Computer
Science

 Name of College(s) or School(s)

 Academic Specialty or Field

30.7104 (Financial Analytics)

 Proposed CIP Code

Fall 2022

 Proposed Implementation Term

Department of Finance

Department of Computer Science

 Name of Department(s)/ Division(s)

Masters of Science in FinTech

 Complete Name of Degree

The submission of this proposal constitutes a commitment by the university that, if the proposal is approved, the necessary financial resources and the criteria for establishing new programs have been met prior to the initiation of the program.

 Date Approved by the University Board of
Trustees

 President

 Date

 Signature of Chair, Board of
Trustees

 Date

 Vice President for Academic
Affairs

 Date

Provide headcount (HC) and full-time equivalent (FTE) student estimates of majors for Years 1 through 5. HC and FTE estimates should be identical to those in Table 1 in Appendix A. Indicate the program costs for the first and the fifth years of implementation as shown in the appropriate columns in Table 2 in Appendix A. Calculate an Educational and General (E&G) cost per FTE for Years 1 and 5 (Total E&G divided by FTE).

Implementation Timeframe	Projected Enrollment (From Table 1)		Projected Program Costs (From Table 4)				
	HC	FTE	E&G Cost per FTE	E&G Funds	Contract & Grants Funds	Auxiliary Funds	Total Cost
Year 1	40	30	\$16,835	\$505,037	\$-	\$	505,037
Year 2	90	57.5					
Year 3	110	70					
Year 4	120	75					
Year 5	120	75	\$9,912	\$743,409	\$-	\$	\$743,409

Note: This outline and the questions pertaining to each section must be reproduced within the body of the proposal to ensure that all sections have been satisfactorily addressed. Tables 1 through 4 are to be included as Appendix A and not reproduced within the body of the proposals because this often causes errors in the automatic calculations.

Analysis Summary for New Degree Authorization
Program Name: FinTech MS

	Criteria	Proposal Response to Criteria
1.	The goals of the program are aligned with the university's mission and relate to specific institutional strengths.	Met with Strength The FinTech MS will increase productivity in STEM through the multi-disciplinary departments of Finance and Computer Sciences that house this program. The program will increase graduates in STEM at UCF.
2.	If there have been program reviews or accreditation activities in the discipline or related disciplines pertinent to the proposed program, the proposal provides evidence that progress has been made in implementing the recommendations from those reviews.	Met with Strength The College of Business and the College of Engineering and Computer Science received strong program reviews in their recent SACSCOC review. As a result of the review, both the Finance and Computer Science departments have recruited more faculty as suggested. In the AACSB review, the FinTech program was mentioned and received positive feedback.
3.	The proposal describes an appropriate and sequenced course of study. Admissions and graduation criteria are clearly specified and appropriate. The course of study and credit hours required may be satisfied within a reasonable time to degree. In cases in which accreditation is available for existing bachelor's or master's level programs, evidence is provided that the programs are accredited or a rationale is provided as to the lack of accreditation.	Met with Strength All of the courses and faculty for this program are in place. The program proposal clearly outlines a set of desired student attributes that will ensure success in the program. The program will be offered in a cohort style which will ease registration for students. The proposal states the recommended pre-requisite courses that a student must take to be successful in the program. For admission to the program, competitive GRE scores and a competitive undergraduate GPA is required.
4.	Evidence is provided that a critical mass of faculty members is available to initiate the program based on estimated enrollments, and that, if appropriate, there is a commitment to hire additional faculty members in later years, based on estimated enrollments. For doctoral programs, evidence is provided that the faculty members in aggregate have the necessary experience and research activity to sustain a doctoral program.	Met with Strength Both the Finance and Computer Science departments have added new faculty in recent years and both have a large pool of faculty that are qualified to teach the required courses.

	Criteria	Proposal Response to Criteria
5.	Evidence is provided that the necessary library volumes and serials; classroom, teaching laboratory, research laboratory, office, and any other type of physical space; equipment; appropriate fellowships, scholarships, and graduate assistantships; and appropriate clinical and internship sites are sufficient to initiate the program.	Met with Strength <p>The library resources are in place currently. Some additional funding will be provided in the amount of \$15,000 over five years for needed resources. Physical resources for the program are adequate and no additional space will be required. The program will award two fellowships to outstanding students in the program. Students will have internship opportunities with industry partners. The program will purchase another cloud server if needed.</p>
6.	Evidence is provided that there is a need for more people to be educated in this program at this level. For all degree programs, if the program duplicates other degree programs in Florida, a convincing rationale for doing so is provided. The proposal contains realistic estimates of headcount and FTE students who will major in the proposed program and indicates steps to be taken to achieve a diverse student body.	Met with Strength <p>A recent market study shows demand for graduates in the FinTech field. Training in this field will command a high salary after graduation. The program is unique in Florida and also in the country. The program received many letters of support further demonstrating the need for graduates in this field. One of these letters commits to hire graduates from the program.</p>
7.	The proposal provides a complete and realistic budget for the program, which reflects the text of the proposal, is comparable to the budgets of similar programs, and provides evidence that, in the event that resources within the institution are redirected to support the new program, such a redirection will not have a negative impact on undergraduate education. The proposal demonstrates a judicious use of resources and provides a convincing argument that the output of the program justifies the investment.	Met with Strength <p>The program will use non-traditional tuition and is projected to be self-supporting. There is no expected negative impact on undergraduate education.</p>
8.	The proposal provides evidence that the academic unit(s) associated with this new degree have been productive in teaching, research, and service.	Met with Strength <p>The Finance department has a large number of graduates and recently started an undergraduate FinTech minor that could feed students to this graduate program. The faculty in both departments generate a high level of activity including teaching, service, publications, and research.</p>

UCF BOARD OF TRUSTEES
Agenda Item Summary
 Educational Programs Committee
 June 16, 2021

Title: Amendments to Regulation UCF-2.003 Admission of Graduate Students

☐ Information ☒ Information for upcoming action ☐ Action

Meeting Date for Upcoming

Action:

June 17, 2021

Purpose and Issues to be Considered:

This regulation sets out the basic requirements for the admission of graduate students. The university proposes to amend the regulation to: clarify that each graduate program may determine the additional requirements for admission beyond the basic requirements; specify the types of materials that programs must include as part of the admissions requirements; allowing each graduate program to determine whether it will require standardized test scores; and providing that any graduate program that does not require a standardized test score shall require international applicants to obtain course-by-course transcript evaluation by an outside service.

This regulation was posted online May 17, 2021, for public comment. No comments were received as of the date of submission of these materials.

Background Information:

Florida Board of Governors Regulation 1.001 provides that “Each Board of Trustees is authorized to promulgate university regulations in accordance with the Regulation Development Procedure adopted by the Board of Governors.”

Recommended Action:

Approve amendments to University of Central Florida Regulation UCF-2.003 Admission of Graduate Students.

Alternatives to Decision:

Do not amend University Regulation UCF-2.003 as proposed.

Approve alternative amendments to University Regulation UCF-2.003.

Fiscal Impact and Source of Funding:

N/A

Authority for Board of Trustees Action:

Board of Governors Regulation 1.001

Contract Reviewed/Approved by General Counsel ☐ N/A ☒

Committee Chair or Chair of the Board has approved adding this item to the agenda ☒

Submitted by:

Timothy D. Letzring, Senior Associate Provost for Academic Affairs

Supporting Documentation:

Attachment A: Proposed Amended Regulation UCF-2.003 (redline)

Facilitator:

Michael Johnson, Interim Provost and Vice President of Academic Affairs

UCF-2.003 Admission of Graduate Students.

(1) This regulation applies to all students who seek to be admitted to graduate programs at the University of Central Florida.

(2) Each admitted student to a graduate degree program or to a post-baccalaureate professional program must meet the following minimum requirements:

(a) Earned a bachelor's degree or equivalent from a U.S. institution of higher education accredited by one of the following accrediting bodies or its equivalent from a foreign institution

1. Accrediting Commission for Community and Junior Colleges (ACCJC)
2. New England Commission of Higher Education (NECHE)
3. Higher Learning Commission (HLC)
4. Middle States Commission on Higher Education (MSCHE)
5. Northwest Commission on Colleges and Universities (NWCCU)
6. Southern Association of Colleges and Schools Commission on Colleges (SACSCOC)
7. WASC Senior College and University Commission

AND

(b) Earned a 3.0 GPA (or equivalent) or better in all work attempted while registered as an undergraduate student working for a baccalaureate degree, OR

(c) Earned a 3.0 GPA (or equivalent) or better in all work attempted while registered as an upper division student working for a baccalaureate degree, OR

(d) Earned a previous graduate degree or professional degree or equivalent from a U.S. institution of higher education accredited by an accrediting body listed in (2)(a) or its equivalent from a foreign institution in a field related to the discipline of the program to which the applicant is applying.

(3) Each graduate program may determine other requirements for admission, consistent with the mission and purpose of their college and program beyond those listed in (2). All program admissions requirements must be published in the Graduate Catalog and are required to be reviewed and updated annually.

(a) Graduate programs must include at least 2 of the following materials to support the application:

- Letter(s) of reference
- Resume or CV
- Writing Sample
- Personal, Goal, or Professional Statement
- Research Statement
- Professional, Academic, Artistic, or Music Portfolio
- Video answer to prompt
- Other relevant supporting materials approved by the College of Graduate Studies

(b) Admissions criteria must not include preferences for applicants on the basis of race, color, national origin, disability, religion, or sex.

(4) The requirement to submit GRE, GMAT, or MCAT scores is at the discretion of the program to which the student is applying. Please refer to the current catalog for specific program level standardized test score requirements.

(a) For programs that do not require a GRE or GMAT, all international applicants must submit a course-by-course evaluation of the student's official transcript by a credential evaluation service recommended by UCF that shows a GPA equivalent of 3.0 from an earned degree equivalent to a U.S. bachelor's degree obtained from an institution of higher education accredited by an accrediting body listed in (2((a)).

~~(3) Additionally, all applicants to doctoral programs must meet the following specific requirements:~~

~~(a) Each applicant to a doctoral degree program shall present scores that are acceptable for the program to which the student is applying on the Graduate Record Examination (verbal, quantitative, and writing), or an equivalent measure on the GMAT, whichever is deemed most appropriate to the program. For the Spring, Summer, and Fall 2021 admission cycles only, this university requirement to present test scores for doctoral degree program admissions is suspended; however, each academic program may choose to continue to require test scores for such candidates for admission. If a doctoral degree program elects to waive the test score requirements for the Spring, Summer, and Fall 2021 admission cycles, the program~~

~~must notify Graduate Studies of that decision on or before October 29, 2020. Students, including international students, who already have a graduate degree obtained from a U.S. institution of higher education accredited by an accrediting body listed in (2)(a) or equivalent foreign institution in the same or in a related area are not required to take the Graduate Record Examination or GMAT unless it is required by the program.~~

~~(b) — Submit three letters of recommendation, a resume or a curriculum vita, and a written essay.~~

~~(c) — The submitted materials must be used in the context of a holistic credential review process.~~

~~(d) — Each doctoral program may determine other requirements for admission, consistent with their mission and purpose. Any additional admissions requirements so imposed by doctoral programs must be published annually in the Graduate Catalog and on the website of the doctoral program; further, such requirements shall be reviewed and updated annually.~~

~~(e) — These requirements shall not include preferences in the admissions process for applicants on the basis of any category protected by law.~~

~~(4) Additionally, all applicants to master's programs must meet the following specific requirements:—~~

~~(a) — A score on standardized exams such as the GRE or GMAT is not required by the university for admission to a master's degree program, although individual programs may still require the exams for admissions purposes.~~

~~(b) — Each master's program may determine other requirements for admission, consistent with their mission and purpose. Any additional admissions requirements so imposed by master's programs must be published annually in the Graduate Catalog and on the website of the master's program; further, such requirements shall be reviewed and updated annually.~~

~~(c) — These requirements shall not include preferences in the admissions process for applicants on the basis of any category protected by law.~~

~~(d) — For international students in master's programs that do not require a GRE or GMAT, a course by course evaluation of the student's official transcript must be~~

~~submitted by a credential evaluation service recommended by UCF that shows a GPA equivalent from an earned degree equivalent to a U.S. bachelor's degree obtained from an institution of higher education accredited by an accrediting body listed in (2)(a).~~

(5) In addition to the above requirements, international students must show proficiency in written and spoken English in accordance with the provisions of University Regulation UCF-2.009.

(6) All graduate applicants must indicate whether or not Florida residency is claimed. An application or residency affidavit submitted by or on behalf of a student which contains false, fraudulent or incomplete statements may result in denial of admission or denial of further registration and/or invalidation of UCF credit.

(7) Exceptions to the above requirements:

- (a) In any academic term, up to 20 percent of the graduate students may be admitted in a given degree program as exceptions to the minimum requirements for graduate admissions as defined in paragraph (2) (b) & (c), above.
- (b) Students who do not meet the admissions criteria and who wish to enroll in courses but not degree programs at the post-baccalaureate level may enroll under the classification of non-degree seeking students. Graduate programs wishing to admit these students to graduate degree programs after the students have satisfactorily completed up to nine hours of graduate course work may do so provided that the number so admitted is included as part of the 20 percent exception, as defined in paragraph (6)(a), above.

(8) In addition to the above requirements, all graduate applicants who are admitted must submit an immunization form. UCF Student Health Services is responsible for oversight of student immunization compliance and reserves the right to require immunizations based on recommendations from the Centers for Disease Control and Prevention (CDC) the Florida Department of Health, the Florida Board of Governors, or the UCF Board of Trustees. UCF reserves the right to refuse registration to any applicant, former student, or student whose health record indicates the existence of a condition which may be harmful to the members of the University community.

(9) Exceptions: Students may apply for an exception to the University's immunization requirements if they meet one of the following criteria and submit appropriate documentation.

- (a) Medical Basis – The student must provide a letter from a healthcare provider, signed on official medical office stationery, stating the medical reason(s) why the student is not able to receive the vaccine(s), and indicating if this is a temporary or permanent condition.
- (b) Religious Basis – The student (or the student’s parent/guardian if under 18 years old) can sign a Religious Exemption waiver upon request.
- (c) Active Duty Military and Veterans – Active Duty and Veterans may complete the waiver section of the immunization form if documentation of immunizations is unavailable at the time of registration. Proof of military service is required (DD 214 or military ID card).
- (d) With approval of the UCF President, limited UCF programs may be an exception when students will not be physically present in any UCF classroom or on any UCF campus. Should such students seek to register for face to face courses, they must comply with paragraph (8).

(10) All applicants for admission or readmission to the University of Central Florida, including to any graduate or doctoral programs of study within the University and including any applicant for post-baccalaureate study, are required to disclose on the application prior criminal conduct, pending criminal charges, and prior educational misconduct. The University reviews all applications in which a student discloses prior criminal conduct, pending criminal charges, or prior educational misconduct to determine whether the admission of the applicant is in the best interest of the University. The office responsible for this review is the Office of Student Rights and Responsibilities. Applicants who fail to disclose prior criminal misconduct, pending criminal charges, or any prior educational misconduct are in violation of the disclosure requirements of this paragraph and may be subject to appropriate action by the University, including denial of admission or readmission, revocation of admission, or other academic and/or disciplinary action prescribed by the University, up to and including dismissal. Applicants are not required to disclose minor traffic violations.

(11) Applicants may appeal an admissions decision by following the university admissions appeal procedure. Information regarding this procedure is available in the Graduate Catalog.

(12) Readmissions

- (a) Graduate students who do not maintain continuous enrollment, must apply for readmission. Readmission is not guaranteed. The readmission decision is based on multiple factors such as previous academic performance, work taken since last attending UCF, space and fiscal limitations.
 - (b) A student who was previously dismissed from his or her graduate program and would like to reapply to the same program must have an approved conditional retention plan on file before a readmission decision can be made.
- (13) Graduate applicants and graduate readmit applicants may be admitted subject to space and fiscal limitations.

Authority: BOG Regulations 1.001, 6.001, and 6.003. History—New 10-8-75, Amended 9-27-79, 1-6-82, Formerly 6C7-2.03, Amended 10-2-08, Formerly 6C7-2.003, Amended 7-30-09, 2-29-16, 9-16-16, 4-23-20, 10-22-20, _____-21.