



Graduate Studies Informational Guide 2023-2024

Department of Kinesiology

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TABLE OF CONTENTS

WELCOME..... 3

STUDENT EXPECTATIONS..... 3

FACULTY EXPECTATIONS..... 3

GRADUATE STUDIES IN EXERCISE SCIENCE..... 5

Plan of Study

Composition of an Advisory Committee

Courses

Course Requirements

MASTERS OF SCIENCE IN EXERCISE SCIENCE..... 9

Course Requirements

Checklist

Thesis Proposal

Thesis Defense

DOCTOR OF PHILOSOPHY IN EXERCISE SCIENCE..... 11

Course Requirements

Checklist

General Examination “Comprehensive Examination”

Dissertation Proposal

Degree Candidacy

Dissertation Defense

UNIVERSITY POLICIES..... 14

Diversity, Equity, and Inclusion

Discrimination and Harassment

Scholarly Integrity and Ethics

ASSISTANTSHIPS, FELLOWSHIPS, AND AID..... 15

Merit-Based Awards

Graduate Assistantships

Graduate Fellowships

Financial Aid

GETTING STARTED..... 18

Administrative Needs

Orientation

Research and Safety

Graduate Student Resources

APPENDICIES 21

A. Assessment of Graduate Student Performance

B. Plan of Study Worksheet

C. Supplementary Description of Duties

WELCOME

Welcome to Graduate Studies in Exercise Science within the Department of Kinesiology at the University of Connecticut. The faculty and staff of the department are dedicated to providing you with a high-quality academic, professional, and personal experience. This informational guide is designed to provide you with the most recent information from the University of Connecticut Graduate School and our department to optimize your experiences.

STUDENT EXPECTATIONS

1. Students are expected to take ownership of their degree experiences by: committing time and effort necessary to capitalize on opportunities, investing in learning, and seeking out resources.
2. Students are expected to be on-campus during traditional workday hours, unless otherwise agreed upon with faculty advisor.
 - a. Exceptions include class, additional required duties (e.g., clinical, affiliate lab, recruitment at off-campus location)
 - b. Certain times, such as approaching abstracts or grant deadlines and/or active data collection, may require changes to schedule, as needed.
 - c. Fall and Spring semesters follow the University Academic Calendar
 - d. Summer schedules are variable depending on funding, teaching, clinical, or research requirements.
 - e. Various mechanisms of funding may have different requirements for duties outside of the semester schedule.
3. Students are expected to meet the time requirements (e.g., 10 hours per week for 50% academic year) of their funded Graduate Assistantship (GA), when applicable. Coursework and professional development (e.g., conferences, involvement with research projects directly aligned with student's goals, scholarly writing) do not apply to the student's GA-defined time requirements.
4. Students are expected to provide their advisors, their semester schedules, semester goals, phone number, and email address.
5. Students will regularly be assigned specific lab duties to help the lab and group run efficiently. As part of the Department of Kinesiology research groups, students will also be asked to participate in duties related to the Human Performance Laboratory (HPL).
6. Students are expected to be respectful to everyone who works in and visits the department. Abusive, disrespectful language, or inappropriate behavior will not be tolerated and addressed directly and formally.
7. Students are expected to maintain a clean and safe lab environment and maintain patient and research participant confidentiality. Students are also expected to manage their own compliance requirements for research trainings, lab-use, and –safety trainings.

FACULTY EXPECTATIONS

1. Faculty are expected to clearly communicate key aspects of research projects to which students are assigned.
 - a. Overall goals and relevance

- b. Timeline
 - c. Approach
 - d. Resources
2. Faculty are expected to provide guidance during research projects and professional development.
 - a. Be available for regular meetings.
 - b. Teach or provide access to instruction of new skills needed for project.
 - c. Assist in planning experiments and path of projects.
 - d. Discuss results and analyses.
 - e. Help overcome challenges or obstacles.
 - f. Constructively critique of writing and presentation skills for professional development.
 - g. Evaluate and communicate positive performance and opportunities for improvement, and in appropriate instances, poor or unsatisfactory performance.
 - h. Assist with goal setting each semester or on an appropriate project-based schedule.
 - i. Encourage and support submission of grants, travel funding, or other resources for professional development.
 3. Faculty are expected to support student scholarly productivity.
 - a. Communicate reasonable schedules for when and where results should be presented and published.
 - b. Encourage student participation and provide guidance on opportunities to present at state, regional, national and/or international conferences.
 - c. Provide feedback on submitted items (e.g., manuscript drafts, data analyses, presentation drafts) in a timely manner.
 - d. Assist directly in the publication process related to student-driven manuscripts (e.g., manuscript submission, reviewer responses)
 4. Faculty are expected to provide guidance for the Dissertation Project and Manuscript
 - a. Provide guidelines and suggestions for writing schedule (e.g., due dates for sections, suggested timelines, protected time or writing days/retreats).
 - b. Provide dissertation/theses examples and format guidelines and resources.
 - c. Critically review drafts, data analyses, and data interpretation.
 - d. Guide and facilitate the formation of the dissertation advisory committee.
 5. Faculty are expected to support administrative duties related to student success.
 - a. Keep current knowledge of department, college, and university requirements for graduation and advancement through graduate program.
 - b. Provide guidance in course selection.
 6. Faculty are expected to support student professional development and post-graduate planning.
 - a. Annual evaluation of student with respect to communicated and discussed long-term professional goals.
 - b. Provide education/training regarding financial and administrative aspects of academia and research for students pursuing these paths and facilitate professional development for students seeking non-traditional post-graduate opportunities.
 - c. Assist in job searching.
 - d. Provide recommendations to employers.
 - e. Support appropriate nomination/recognition for internal and external awards.

GRADUATE STUDIES IN EXERCISE SCIENCE

While the below information is provided to guide students completing graduate studies (M.S., Ph.D.) in Exercise Science, please defer to the [Graduate Catalog](#) (the year students begin their degree) for all requirements and additional details. All relevant [forms](#) are posted on the Graduate School website. Sample Assessment of Graduate Student Performance can be found in Appendix A. Graduate School requirements, updates, and changes as communicated at the university level supersede information presented in this dated document.

Plan of Study

Completed [Plan of Study](#) is due to the Office of the Registrar by the 4th week of the final semester before degree completion (MS students) or prior to 18 credits completed (PhD students). By the end of the first semester, the student should develop their plan of study with their advisor and advisory committee. Any request for changes should be submitted to the Office of the Registrar for approval on the [Request for Changes in Plan of Study](#) form. The Plan of Study form and Change in Plan of Study form can be found at: <https://grad.uconn.edu/forms/> Sample Plan of Study can be found in Appendix B. Additional information related to the plan of study timeline and graduation for MS and PhD students can be found on their respective pages within the Registrar's office: <https://registrar.uconn.edu/graduation/>

Composition of the Advisory Committee

The student, in consultation with his/her advisor, is responsible for assembling an advisory committee that meets all program and University requirements. The advisory committee must consist of a minimum of three members of the graduate faculty. An expert from outside the University may also serve as one of the three advisory committee members upon recommendation of the committee chair, and approval by the Department Head and the Dean of the Graduate School. The request, along with the Graduate Faculty Membership Application and curriculum vitae, must be submitted to the College of Graduate Studies for approval prior to appointment to the committee. This [application](#) should be completed in collaboration with the student's advisor.

Courses

The graduate degrees in Exercise Science (M.S., Ph.D.) incorporates courses from various departments related to exercise physiology, sport science, and sports medicine at the University of Connecticut. The curriculum is flexible, but students must complete required courses to support core competencies and established expertise for the rigor of the program.

Students must maintain a 3.0 cumulative GPA. Students who fail to earn a 3.0 cumulative GPA are required to meet with their Advisory Committee to determine if the student is permitted to continue graduate study. Dates for registration are published in the [Academic Calendar](#).

Strongly recommended courses for all graduate students in Exercise Science include:

- KINS 5500 Research Methods
- KINS 5507 Fundamentals of Exercise Prescription*
- KINS 5515 Scientific Presentations
- KINS 6094 Graduate Exercise Science Journal Club
- ~~KINS 6100 Data Analysis in Kinesiology~~

Possible statistics sequences (some courses may require instructor consent):

EPSY 5605 Quantitative Methods in Research I
EPSY 5607 Quantitative Methods in Research II
EPSY 5610 Applied Regression Analysis for Education Sciences
EPSY 5613 Multivariate Analysis in Educational Research

PUBH 5401 Principles of Epidemiology
PUBH 5402 Introduction to Biostatistics
PUBH 5408 Introduction to Epidemiology & Biostatistics 1
PUBH 5409 Introduction to Epidemiology & Biostatistics 2
PUBH 5432 SAS Programming and Data Management
PUBH 5434 Topics in Intermediate Biostatistics
PUBH 5436 Intermediate Epidemiology

BIST / STAT 5505 Introduction to Applied Statistics
BIST / STAT 5605 Applied Statistics II
BIST / STAT 5615 Categorical Data Analysis
BIST / STAT 5665 Applied Multivariate Analysis
BIST / STAT 5725 Linear Models I
BIST / STAT 5735 Linear Models II
BIST / STAT 5815 Longitudinal Data Analysis
BIST / STAT 5825 Applied Time Series

Additional statistics courses:

BIST / STAT 5315 Analysis of Experiments
BIST / STAT 5515 Design of Experiments
BIST / STAT 5535 Nonparametric Methods
BIST / STAT 5625 Introduction to Biostatistics (*requires permission*)
BIST / STAT 5635 Clinical Trials (*requires permission*)
BIST / STAT 5645 Concepts of Analysis of Survival Data (*requires permission*)
BIST / STAT 5655 Epidemiology (*requires permission*)
EPSY 5641 Research Design and Measurement for Data Science

Sample elective courses may include:

- KINS 5112 Behavioral Health Considerations for Athletic Trainers
- KINS 5508 Exercise Prescription for Individuals with Chronic Diseases and Health Conditions*
- KINS 5512 Preventing Sudden Death in Sport
- KINS 5514 Legal Considerations of Sudden Death in Sport
- KINS 5522 Scientific Instrumentation in Human Movement
- KINS 5530 Physiology of Stressful Environments
- KINS 5533 Current Research and Issues in Athletic Training
- KINS 5594 Fundamentals of Conducting Systematic Reviews & Meta-Analysis in Kinesiology
- KINS 5595 Special Topics in Exercise Prescription*
- KINS 6094 Genomics of Inherited Metabolic Diseases
- KINS 6102 Concepts & Principles of Teaching

- KINS 6103 Employment Concepts & Issues
- KINS 6106 Qualitative Research Methods
- KINS 6450 Exercise Endocrinology
- KINS 6500 Exertional Heat Stroke
- KINS 6512 Advanced Resistance Training Physiology
- KINS 6520 Thermal Physiology
- KINS 6525 Muscle Physiology

Electives from other departments

- AH 5005 Biostatistics for Health Professions
- AH 5501 International Health
- AH 5700 Ethical Considerations in Genetic Testing & Research
- AH 5701 Genetics & Genomics of Health
- AH 5720 Theory & Practice of Clinical Genomics
- AH 6005 Multi-Level Mediation-Moderation Modeling for Health Sciences
- AH 6094 Health Promotion, Disease & Disability
- AH 6305 Health Program Planning & Evaluation
- AH 6306 Research Methods
- AH 6422 Writing Successful Grant Proposals
- BME 6500 Human Biomechanics
- EPSY 6103 Grant Writing
- GRAD 6001 Intro to College Instruction%
- GRAD 6000 Seminar in College Instruction%
- GRAD 6004 Practicum in College Instruction%
- NUSC 5325 Principles of Nutritional Assessment
- NUSC 5700 Precision Nutrition
- PSYC 5120 Health Psychology†
- PYSC 5131 Meta-Analysis: Theory & Practice
- PUBH 5403 Health Administration^
- PUBH 5404 Environmental Health^
- PUBH 5405 Social and Behavioral Foundations of Public Health^ †
- PUBH 5406 Law & Public Health^
- PUBH 5408 Introduction to Epidemiology & Biostatistics 1^
- PUBH 5409 Introduction to Epidemiology & Biostatistics 2^

Students in the Exercise Science graduate programs are eligible to complete various certificates throughout the university: A summary of all certificate programs can be located [here](#).

*The **Exercise Prescription Certificate Program** requires students to complete: KINS 5507, 5508 & 5595

^The **Public Health Certificate Program** requires students to complete: PUBH 5408, 5409, and 2 of the following courses: 5403, 5404, 5405, or 5406

† The **Health Psychology Certificate Program** requires students to complete PSYC 5120 and an additional 9 [credits](#)

Course Requirements

M.S. in Exercise Science

Master's degree students in the Department of Kinesiology meet or exceed all requirements of the Graduate School and the University of Connecticut for a Plan A (Thesis) degree. The minimum requirements for a master's degree, as stated by the University of Connecticut Graduate School are 21 credits of academic courses and 9 credits of thesis work (GRAD 5950). Students are permitted to enroll in up to 20 credits of coursework each semester. In order to be considered a full-time, students must be enrolled in at least 6 credits if they are employed with a GA (i.e., funded), or 9 credits if they are unfunded.

Master's students typically are asked to take one course in statistics (which fulfills the 3-credit requirement for coursework outside of the department). No more than six credits of undergraduate level (course numbers under 5000) may be applied to the Plan of Study.

Sample M.S. in Exercise Science Course Sequence

Fall 1		Spring 1	
Course	Credits	Course	Credits
KINS 5507 Exercise Prescription	3	KINS 5515 Scientific Presentations / KINS 5522 Sci. Instrumentation [§]	3
<Elective: Typically, Statistics course>	3	KINS 5500 Research Methods	3
<Elective>	3		
Fall 2		Spring 2	
Course	Credits	Course	Credits
<Elective>	3	KINS 5515 Scientific Presentations / KINS 5522 Sci. Instrumentation [§]	3
GRAD 5950: Thesis	3	GRAD 5950: Thesis	6
Total Credits			30

KINS 5515 Scientific Presentations & KINS 5522 Scientific Instrumentation are offered in alternating years

Ph.D. in Exercise Science

The minimum requirements for Ph.D. degree in Exercise Science at the University of Connecticut include 21 credits of academic coursework and 15 credits of dissertation work (GRAD 6950). Six of these credits should be from a field outside of the Department of Kinesiology. Doctoral students in the Department of Kinesiology typically exceed the University requirements and complete 36 to 40 (or more) credits of coursework prior to graduation. In order to be considered a full-time, students must be enrolled in at least 6 credits if they are employed with a GA (i.e., funded), or 9 credits if they are unfunded.

Doctoral students typically are encouraged to take 4 courses in statistics (which collectively fulfil the 6-credit requirement for coursework outside of the department). Students are recommended to take two sequential courses that incorporate descriptive statistics, estimation, hypothesis testing, sample size calculations, precision, multiple comparisons, and interpreting statistics. Students are recommended to take a regression-

based course and one advanced statistics course (e.g., Multivariate Statistics). Students are recommended to take additional advanced statistics courses that align with their academic and research goals. Statistic courses are offered in the Department of Educational Psychology, Department of Public Health Sciences, and Department of Statistics.

Sample Ph.D. in Exercise Science Course Sequence

Fall 1		Spring 1	
Course	Credits	Course	Credits
KINS 5507 Exercise Prescription	3	KINS 5515 Scientific Presentations / KINS 5522 Sci. Instrumentation [§]	3
Statistics Course 1	3	KINS 5500 Research Methods	3
<Elective>	3	Statistics Course 2	3
Fall 2		Spring 2	
Course	Credits	Course	Credits
Statistics Course 3	3	<Elective>: Course related to grant writing	3
<Elective>	3	KINS TBN Professional Seminar	1
		KINS 5515 Scientific Presentations / KINS 5522 Sci. Instrumentation [§]	3
Fall 3		Spring 3	
Course	Credits	Course	Credits
Dissertation	6	Dissertation	6
Fall 4		Spring 4	
Course	Credits	Course	Credits
Dissertation	6	Dissertation	6

[§] KINS 5515 Scientific Presentations & KINS 5522 Scientific Instrumentation are offered in alternating years
Full time status for a doctoral student is a minimum of 6 graduate level credits a semester with a GA position and 9 credits without a GA position.

MASTER OF SCIENCE (M.S.) IN EXERCISE SCIENCE

The M.S. program in Exercise Science is a research-based master’s degree aimed at students pursuing careers in exercise and sport science, clinical exercise physiology, or, with additional training, academia, and research. The M.S. in Exercise Science is designed to give students a broad-based exposure to the essential knowledge in the field of exercise science. Students with different backgrounds and career aspirations are tightly integrated into the research process and are part of their advisor’s research team. Students learn laboratory skills while building an appreciation for the scientific basis of the field.

Checklist for Master of Science (M.S.) degree in Exercise Science

Requirement	Timeline
___ Composition of advisory committee	Prior to completion of 12 course credits
___ Plan of Study submitted	No later than 4 th week of final semester before degree completion
___ Apply for Graduation on Student Administration System	No later than 4 th week of final semester before degree completion
___ 3.0 cumulative GPA	Throughout degree
___ Submit proposal materials to thesis committee	At least 1 week before thesis proposal
___ Thesis proposal	Prior to beginning independent research for thesis
___ Thesis Defense and final thesis approval form	Final semester (due date issued by Graduate School)
___ Submit final approved thesis	Prior to deadline on Academic Calendar for final semester

Thesis Proposal

The thesis proposal should take place after the student, in consultation with their advisor and selected committee members, has developed a research plan. The purpose of the thesis proposal is to establish the student's level of understanding of the research topic and to ensure that the proposed research design and methodology are consistent with standardized practice in the student's area of study. The student must send proposal documents to their Advisory Committee at least one week prior to the Thesis Proposal presentation. The thesis proposal must include, at minimum, a justification (e.g., statement of scientific background, rationale, significance, and potential impact) for the proposed research study, defined research questions with appropriate scope, evidence-based hypotheses, and methods for the proposed work. Further requirements of the thesis proposal can be identified by the student's major advisor and/or Advisory Committee. The thesis proposal must be completed and approved before the student registers for Thesis credits.

Thesis Defense

The defense of the master's thesis project should demonstrate independent scholarship, understanding of the project and scientific background, appropriate data interpretation and critical thinking skills, and ability to answer questions as a junior-level expert. The student's Advisory Committee approves the thesis and defense by completing and signing the Report on the Final Examination [form](#).

The thesis must include a manuscript that can be submitted for publication in a peer-reviewed journal. Further requirements of the thesis proposal can be identified by the student's major advisor and/or Advisory Committee. Specifications of the written thesis are provided on the [Registrar's website](#). After successful completion of the oral Thesis Defense, the student must [submit](#) the final approved thesis through the Registrar.

DOCTOR OF PHILOSOPHY IN EXERCISE SCIENCE

While both the master's and doctoral programs in Exercise Science are research-oriented, doctoral students are expected to demonstrate a higher degree of accountability and responsibility. Doctoral responsibilities may include project/study management, junior trainee supervision and training, and a greater degree of scholarly productivity outside the scope of their dissertation projects.

Senior doctoral students are often presented with different types of projects from their advisor. The doctoral student then is expected to serve leadership roles with respective project teams to plan, schedule, communicate, train, delegate, and monitor project and individual progress related to project outcomes.

Checklist for Doctor of Philosophy (Ph.D.) degree in Exercise Science

___ Composition of advisory committee	Prior to completion of 12 credits
___ Plan of Study submitted to Graduate School (<i>requires signatures of Advisory Committee</i>)	No later than completion of 18 credits
___ General Examination	Once student has completed at least 75% of content coursework on approved plan of study
___ Submit General Examination Report (<i>requires signatures of Advisory Committee & 2 additional faculty members</i>)	Prior to dissertation proposal submission date.
___ Submit Dissertation Proposal materials to Dissertation committee (<i>Advisory Committee & 2 additional faculty members</i>)	At least 2 weeks before dissertation proposal
___ Dissertation Proposal Defense	Email announcement to department (faculty and students)
___ Submit Dissertation Proposal form	Successful completion of Dissertation Proposal Defense
___ Apply for Graduation on Student Administration System	No later than 4 th week of final semester before degree completion
___ Submit Dissertation Defense materials to Dissertation committee AND submit oral defense announcement by UConn online event calendar	At least 2 weeks before Dissertation Defense
___ Announce Dissertation Defense on UCONN Event Calendar and distribute flyer throughout the department	At least 2 weeks before Dissertation Defense
___ Submit final paperwork for doctoral degree	Prior to deadline on Academic Calendar
___ Defense and Final Dissertation approval form	Prior to deadline on Academic Calendar
___ Submit final approved dissertation	After completing all revisions and receiving approval from Dissertation Committee after Dissertation Defense, prior to deadline on Academic Calendar

General Examination "Comprehensive Examination"

All PhD students will complete a general examination, which will assess the students' mastery of expert content knowledge, analytical and critical thinking skills, and in-depth review of a topic or topics directly

related to the student's dissertation. This general examination is typically completed when students have completed 75% of the content coursework in their approved Plan of Study. The Advisory Committee members will determine the content of the General Examination.

Questions/tasks may include, but are not limited to:

- writing a component of a grant
- writing a manuscript of a scholarly article suitable for publication in a peer-reviewed journal
- formal review of peer-review article(s)
- pilot data collection for dissertation project
- Writing of IRB-1 protocol for proposed project
- analysis of a research data set
- written examination with content-specific questions
- special projects (e.g., presentations, scholarship/educational module demonstrating expertise, etc.)

The Advisory Committee will provide the student with the timeline for submission of the General Examination. The primary advisor will provide all committee members with a standardized evaluation approach to grade the examination.

Following completion of the written portion of the General Exam, students will complete an oral defense of the examination, attended by the Advisory Committee and at least two additional faculty members.

Once the student successfully completes the general examination, the [Report on the General Examination for the Doctoral Degree](#) form must be completed. This form requires the signatures of all faculty and needs to be submitted to the Office of the Registrar. The Report on General Examination for the Doctoral Degree must be submitted no later than the date of the submission of the approved Dissertation Proposal.

Dissertation Proposal

The purpose of the Dissertation Proposal is to establish the student's level of understanding of the dissertation research topic and to ensure that the proposed research design and methodology are consistent with standard practice in the student's area of study. The Dissertation Proposal also serves to determine whether the methods chosen will enable the student to develop a scholarly piece of research. The Dissertation Proposal is viewed as a public oral presentation, and all members of the university are welcome to attend.

The written Dissertation Proposal should be written, reviewed, and fully approved by the Dissertation Committee:

- after the Plan of Study is fully approved
- after the General Examination is completed
- before preparation of the dissertation is finalized
- in a timely fashion to allow for project planning revisions and likely success of the dissertation project schedule (*The Graduate School recommends at least 6 months prior to the expected date of degree completion*)

The Dissertation Committee must include all members of the student's Advisory Committee, and two additional faculty members. The inclusion of one external reviewer to the student's home department is encouraged.

Written deliverables for the dissertation proposal should include, at minimum:

- a well-written introduction providing the justification (e.g., background, scientific rationale, significance, and potential impact) of the proposed research study, research questions, and hypotheses
- a focused systematic review or literature review about the dissertation topic
- the methods describing the proposed approaches and alternative approaches
- draft of IRB proposal for human subjects and/or IACUC proposal for animal subjects to be used in the research (when applicable) or approval documents

The student must submit all written deliverables to the Dissertation Committee at least two weeks before the intended date of the oral proposal presentation. The Dissertation Proposal will include a formal presentation by the student to outline the justification and methods for the dissertation. The Dissertation Proposal documents and [Dissertation Proposal for Doctoral Degree form](#) must be submitted to the Graduate School for approval upon completion of the Dissertation Proposal.

Degree Candidacy

The student becomes a candidate for the degree of Doctor of Philosophy after the Plan of Study is approved, the student has passed the General Examination, and the Dissertation Proposal is approved.

Dissertation Defense

The Dissertation Defense determines whether the completed dissertation is representative of proper standards of scholarship and established expertise. The Dissertation Defense is public, and all members of the university are welcome to attend.

The written dissertation text must adhere to Graduate School guidelines and include:

- an abstract
- a focused systematic review OR literature review chapter about the dissertation topic
- at least one chapter formatted as a written manuscript to be submitted for publication in a peer-reviewed journal
- additional chapters either formatted as separate manuscripts or standard format (introduction, methods, results, discussion, conclusions)
- a chapter defining overall dissertation conclusions (i.e., summary), ongoing research, and future directions
- Appendices, including but not limited to:
 - copy of the IRB approval for human subjects and/or IACUC approval for animal subjects to be used in the research (and corresponding documents)
- data collection forms, including surveys and/or questionnaires
- follow [the specifications](#) for the written dissertation from the UCONN registrar

The student must submit the written dissertation to the Dissertation Committee at least two weeks before the intended date of the Dissertation Defense. The Dissertation Defense is a formal research presentation to the Dissertation Committee. It is strongly recommended that the defense be scheduled at least 4 weeks prior to the final due date published by the Graduate School for the intended graduation semester. It is strongly recommended that dissertation manuscripts be submitted to peer-reviewed journals prior to graduation, and individual advisors may require this prior to graduation. The Final Dissertation approval [form](#) must be routed to all Dissertation Committee members and submitted to the Office of the Registrar after the committee approves the Dissertation Defense and dissertation document.

UNIVERSITY POLICIES

Diversity, Equity, and Inclusion

In order to develop an inclusive community for instruction, research and outreach, the University of Connecticut embraces diversity and cultivates leadership, integrity, and engaged citizenship among our students, faculty and staff. The University of Connecticut promotes and nurtures perspectives that are enabled through differences in culture, experience and values. To achieve this goal, the university emphasizes diversity in the recruitment, retention and advancement of students, faculty, and staff.

The resources page on the Office for Diversity and Inclusion website <https://diversity.uconn.edu/resources/> includes resources about programs, on campus services, diversity initiatives, racial justice, professional development, and training.

Discrimination and Harassment

The University's [Policy Against Discrimination, Harassment, and Related Interpersonal Violence](#) reinforces that UConn is committed to maintaining an environment free of discrimination or discriminatory harassment directed toward any person or group within its community – students, employees, or visitors. Academic and professional excellence can flourish only when each member of our community is assured an atmosphere of mutual respect. All members of the University community are responsible for the maintenance of an academic and work environment in which people are free to learn and work without fear of discrimination or discriminatory harassment. In addition, inappropriate amorous relationships can undermine the University's mission when those in positions of authority abuse or appear to abuse their authority. To that end, and in accordance with federal and state law, the University prohibits discrimination and discriminatory harassment, as well as inappropriate amorous relationships, and such behavior will be met with appropriate disciplinary action, up to and including dismissal from the University. Additionally, to protect the campus community, all non-confidential University employees (including faculty) are required to report sexual assaults, intimate partner violence, and/or stalking involving a student that they witness or are told about to the Office of Institutional Equity. The University takes all reports with the utmost seriousness. Please be aware that while the information you provide will remain private, it will not be confidential and will be shared with University officials who can help.

The link provided above also includes related documents pertaining to frequently asked questions, employee amorous relationship reporting forms, and graduate student amorous relationship reporting forms.

Additional resources can be found at: <http://www.equity.uconn.edu/> and <http://titleix.uconn.edu/>

Scholarly Integrity and Ethics

Scholarly activity at the graduate and postdoctoral level takes many forms, including, but not limited to, classroom activity, laboratory or field experience, writing for publication, presentation, and forms of artistic expression. Integrity in all these activities is of paramount importance, and The Graduate School of the University of Connecticut requires that the highest ethical standards in teaching, learning, research, and service be maintained. Scholarly integrity encompasses “both research integrity and the ethical understanding and skill required of researchers/scholars in domestic, international, and multicultural contexts.” It also addresses “ethical aspects of scholarship that influence the next generation of researchers as teachers,

mentors, supervisors, and successful stewards of grant funds” (Council of Graduate Schools, *Research and Scholarly Integrity in Graduate Education: A Comprehensive Approach*, 2012).

The Graduate Faculty Council, in accordance with the provisions of its By-Laws, has adopted this policy concerning scholarly integrity in graduate education and research and has approved the procedures set forth herein for addressing alleged violations. The Dean of The Graduate School shall coordinate the reporting, investigation, and determination of alleged breaches of scholarly integrity by graduate students in accordance with this policy.

Members of the Graduate Faculty have primary responsibility to foster an environment in which the highest ethical standards prevail. All members of the University community have a responsibility to uphold the highest standards of scholarship, which encompasses activities of teaching, research, and service, and to report any violation of scholarly integrity of which they have knowledge. Instructors have a responsibility to take reasonable steps to prevent scholarly misconduct in their courses and to inform students of course-specific requirements.

Additional details about Scholarly Integrity and Alleged Misconduct in Research can be found at: <https://policy.uconn.edu/2014/04/11/policy-on-scholarly-integrity-in-graduate-education-and-research/>
<https://policy.uconn.edu/2014/06/06/policy-on-alleged-misconduct-in-research/>

ASSISTANTSHIPS, FELLOWSHIPS, AND AID

Merit-Based Awards

Merit-based awards at the University of Connecticut include scholarships, University Predoctoral Fellowships, Dissertation Fellowships, and Graduate Assistantships. Students interested in scholarships and fellowships offered through the Graduate School, colleges, and departments should monitor the corresponding websites for appropriate application procedures and deadlines. Many additional sources of funding for graduate education exist through both external and internal opportunities. Graduate students are encouraged to seek opportunities for external sources of support, such as prestigious [national fellowships](#). Several external scholarships are also available through a variety of sources, including many professional organizations.

Graduate assistantships are available to support graduate students in the Department of Kinesiology as funding allows. These assistantships can be funded through departmental, faculty member, or research grant funds to support university research and/or teaching. In recognition of this support, the tuition of the student is provided by the University. Appointments are ordinarily made for the 9-month period from August 23 – May 22. An overview of graduate assistantships, onboarding, and overview of expectations can be found:

<https://grad.uconn.edu/assistantships/>

Students must have regular status as a graduate student and be a full-time student in order to receive/retain a graduate assistantship. The holder of a full assistantship (100%) devotes 50% of available time to studies and 50% (approximately 20 hours/week) to assistantship duties, whereas the holder of a 50% GA devotes 75% of available time to studies and 25% (approximately 10 hours/week) to assistantship duties. Assistantships are not available for less than 10 hours per week. Students receiving a graduate assistantship may not hold

concurrent employment outside the University without the written consent of their major advisor because graduate assistants divide their full-time efforts between study and assistantship responsibilities.

Personal work (e.g., coursework, dissertations, other student-initiated projects, etc.) are considered a part of your educational training, and not part of your funded graduate assistantship time commitment. A commitment towards summer salary support is not guaranteed and can only be made later in the academic year.

Graduate assistants receive a [stipend](#) based on levels reflecting progress toward the advanced degree and experience, defined as follows:

- Level 1: At least a baccalaureate degree
- Level 2: Experienced graduate students in a doctoral program with at least a master's degree or equivalent
- Level 3: Experienced graduate students with at least a master's degree or equivalent and who have passed the doctoral general examination

Teaching Assistantships

Graduate assistants are eligible for [health insurance](#) through the Connecticut Partnership Program and must enroll in accordance with the published deadlines.

Students should recognize the significant time, effort, and investment made by faculty to support students through graduate assistantships. These assistantships are not an expectation in order for a student to complete a graduate degree in Exercise Science.

Students receiving a Teaching Assistantship are required to complete the following:

- Attend New TA Orientation (<https://cetl.uconn.edu/programs-and-events/new-ta-orientation-programs-and-services/>)
- At least 4 weeks prior to the beginning of the academic semester that you will be teaching, please contact the faculty member that you will be teaching with, or Dr. Eleni Diakogeorgiou (eleni.diakogeorgiou@uconn.edu) if you will be serving as an Instructor of Record to ensure you are prepared for the semester.
- Please review the Center for Excellence in Teaching and Learning for a variety of resources to help guide your efforts: <https://cetl.uconn.edu/>.
- Teaching assistantship details will be outlined in the Supplemental Description of Duties (SDD), by the instructor of record or course supervisor. The SDD will detail the number of courses, sessions/labs per week, office hours, grading, and additional responsibilities. A sample of the SDD can be found in the Appendix C. It is strongly recommended that if a student has a teaching assistantship outside of their primary mentor, that all parties review the SDD.

Special Considerations - Honors Conversions

- **Supervision:** All course instructors may offer Honors conversions, absent other departmental policies, but no instructor shall be required to do so. *Graduate student instructors are asked to consult with a faculty member who teaches the same course to review the development and fulfillment of the conversion project.*
- **Proposal Approval:** Honors conversion proposals must be approved by the course instructor and the student's Honors advisor.
- **Meetings with instructors:** There should be planned, regular meetings between the instructor and student(s) to review, discuss, and revise as the project develops.
- **Final Approval and Grade Requirement:** Students must earn a B- or above in the course and complete the conversion activity to earn Honors credit. Final Honors conversion approval is given by the course instructor.

Graduate fellowships are awarded to a graduate student to pursue the student's academic program, but does not require the student to provide any research or teaching support to the institution. The tuition of a student receiving a fellowship must be paid by the student, the granting organization, the department and/or college, or by the University with prior approval.

An internship is an experiential job placement designed to enhance the knowledge, skills, and abilities of a student and to enhance their employability. An internship requires a student to perform specific work at the host's site. The tuition payment is the responsibility of the student, the host, or the external funding specifically designated for this purpose.

Support from any of these sources is subject to terms of the funding source and to approval by the Graduate School. In addition, all holders of an assistantship, fellowship, or internship are responsible for associated [fees](#).

Remote Work

GAs are expected to arrive at UConn prior to the start date of their appointment and remain through the duration of their appointment. GAs may be able to work remotely within Connecticut, provided they have supervisor approval and that the responsibilities of the position can be completed from the remote location.

In very limited instances, it may be possible for a GA to perform their duties remotely from out-of-state. Only in extraordinary circumstances can they perform their duties outside the U.S. Departments may request permission for remote work when they believe it is in the interest of the University. Such requests are reviewed by the Dean of The Graduate School in collaboration with other campus partners, including ISSS and Export Control. The employment, labor, and tax obligations to which GAs are subject when working out of state or outside of the U.S. are those of the location from which they are working, even if they are working on behalf of UConn. In some cases, accepting a paycheck from UConn could expose an individual to personal liability and potentially significant consequences, particularly if they are working from outside the U.S. Additionally, graduate students from comprehensively sanctioned countries may not engage academically in any way while outside the U.S. It is important for an exception to work remotely to be requested in advance to

avoid exposing the student or University to significant legal liability, including possible criminal penalties in some jurisdictions where the GA might work.

If a department wishes to request an exception for a GA to work remotely due to extraordinary circumstances, they must contact graduatedean@uconn.edu in advance with the following information: GA name, Effective dates of remote work, Location, Is the student on a UConn-sponsored F-1 or J-1 visa (i.e., an international student)? , GA duties, Justification, which should address (Business needs and how work substantially benefits the University; How work can be performed effectively via telecommuting; How GA's performance and work can be monitored; Acknowledge that GA has appropriate technology to effectively perform duties and it is GA's responsibility to provide technology because they want to work remotely; If GA is required to come to campus at the University's direction, GA is responsible for travel costs (except in exceptional circumstances), Academic advisor's approval and whether GA's academic studies will allow for living out of state, and If the request is to work while outside the U.S., is the GA working on sponsored research? If so, please note the nature of the research, the InfoEd number, and any special equipment to be used that is not commercially available.

Time Off

GAs have a right to 10 days off for a 1-semester appointment or 20 days off for an academic year appointment. With the approval of their GA supervisor, a GA could leave the state or country before the end of their fall appointment and return after the beginning of their spring appointment, treating the days outside the state/U.S. as time off.

Financial Aid

Financial aid is offered by the [Office of Student Financial Aid Services](#). Citizens or permanent residents of the United States must apply for financial aid by completing the Free Application for Federal Student Aid (FAFSA) at www.fafsa.gov. The University of Connecticut's on-time application deadline is February 15.

GETTING STARTED

Administrative Requirements

Graduate students are required to complete a one-time interpersonal violence prevention training course. A hold is placed on your registration to ensure you meet this requirement. Training can be found at: <https://studentsuccess.org/SSO/uconn>

Orientation

All new students are encouraged to participate in orientation at UConn. Orientation will provide important information about academic and resources at UConn that will ensure your success as a graduate student. Orientation access can be found at: <https://grad.uconn.edu/incoming-students/orientation/> Additionally, <https://grad.uconn.edu/incoming-students/transitioning/>

Registrar Steps: <https://registrar.uconn.edu/graduation/doctoral-degrees/>

Grad Student Union: <http://uconngradunion.org/>

Grad School: <https://grad.uconn.edu/>

Research and Safety

The University of Connecticut is committed to the highest standards of integrity and compliance for research. The Office of the Vice President for Research (<https://ovpr.uconn.edu/>) provides research oversight and regulatory requirements for various types of research. Committees to support research can be found at: <https://ovpr.uconn.edu/services/rics/>

- Institutional Animal Care and Use Committee: <https://ovpr.uconn.edu/services/rics/animal/iacuc/>
- Institutional Review Board: <https://ovpr.uconn.edu/services/rics/irb/>
- Institutional Biosafety Committee: <https://ovpr.uconn.edu/services/rics/safety-in-research/ibc/>

The Department of Kinesiology has a series of core competencies for students in the laboratory or students wishing to conduct work in or enter spaces managed by Environmental, Health, and Safety (EHS) and IBC. The Kinesiology Director of Research Support will communicate with you and your advisor of requirements, which must be completed prior to engaging in research in any of the EHS/IBC managed physical spaces or participating in department administered research services. The laboratory handbook is distributed to faculty, students, and available electronically and in hard-copy in the Gampel Pavilion laboratory, Room 112. Each respective laboratory and advisor may have his/her/their own manuals or guidelines.

Training required in many instances includes:

- CPR/AED and First Aid Certifications
- HPL-Specific Training
- [CITI training](#) (Every three years) Human Subjects Research (HSR) courses
 - [Basic Biomedical Research](#)
 - [Basic Social and Behavioral Sciences](#)
- Environmental Health and Safety Training in 3 areas depending on research and laboratory
 - Biological Safety
 - Laboratory and Chemical Safety
 - Radiation Safety
- Training requirements for individual laboratories are determined by the Principal Investigator (PI, your advisor) registration of their research and laboratory with the appropriate compliance bodies at the university. The current system to monitor your individual requirements/compliance and access training schedules and online-available courses is through the HuskySMS bioraft system (bioraft.uconn.edu). Please consult with your advisor or the Director of the HPL for assistance.

Graduate Student Resources

In-state residency <https://grad.uconn.edu/wp-content/uploads/sites/2114/2020/11/Application-for-In-State-Tuition-11.30.20.pdf>

Important forms: <https://grad.uconn.edu/forms/>

NETID: <http://netid.uconn.edu/>

Student Admin: <http://studentadmin.uconn.edu/>

Husky One Card: <https://onecard.uconn.edu/>

Parking Services: <https://park.uconn.edu/>

Graduate Catalog: <https://gradcatalog.uconn.edu/>

Student Services: <https://registrar.uconn.edu/student-services/>

Mental Health Resources: <https://studenthealth.uconn.edu/mental-health/>

Student Health and Wellness: <https://studenthealth.uconn.edu/>

Graduate School Directory: <https://grad.uconn.edu/directory/>

Ombuds Office: <https://ombuds.uconn.edu/>

Ombuds Representative: Jim Wohl, Email: jim.wohl@uconn.edu (Please be aware that email is not a secure or confidential method of communication).

Appendix A: Assessment of Graduate Student Performance

Student's Name		Advisor Name	
Current Academic Year		Credits completed so far	
How many years in the program?		Year started in the program	

This instrument was designed to provide the student and committee members a foundation for assessing the student's progress in the Ph.D. Program in Exercise Science. This form may be edited to be applicable to students in the M.S Program.

Evaluation instrument domains are:

- 1) Student project agreement for the upcoming academic year
- 2) Rating of scholarly and professional independence
- 3) Summary of performance described by the student and advisor
- 4) Student's current CV

Student Project/Product/Goal Agreement

Product	Expected Completion Date	Potential Barriers
Fall		
Spring		
Summer		

Examples of products: techniques student is planning to learn, IRB submission, abstract, manuscript, grant, data collection on X subjects, preparing presentation, presentation

Tracking of Experiences

Metric	Status	Comments
Publications		
National Presentations		
Regional / Local Presentations		
IRB		
ISM		
Independent Data Collection		
Research Mentoring		
Grant Writing		
Independent Teaching Experience		
Collaborative Teaching Experience		

Evaluation of Scholarly and Professional Independence

		N/A	Strong Disagree	Disagree	Neither	Agree	Strongly Agree
1. Student takes the initiative to appropriately develop and adequately express individual thoughts and ideas.	student						
	advisor						
2. Student takes the initiative to move his/her research agenda forward.	student						
	advisor						
3. Student is confident in expressing alternate points of view in scholarly and professional settings.	student						
	advisor						
4. Student is able to accept constructive criticism in scholarly and professional settings.	student						
	advisor						
5. Student is able to appropriately extend theory through his/her own research activities.	student						
	advisor						
6. Student initiates and develops high-quality collaborative professional relationships to enhance scholarship.	student						
	advisor						
7. Student is independent in the critical assessment of insights and ideas from diverse areas of research and scholarship.	student						
	advisor						
8. Student is able to incorporate different style of teaching when developing and implementing college level courses.	student						
	advisor						
9. Student demonstrates independence in his/her area of specialization.	student						
	advisor						
10. <i>(Committee may add individualized item)</i>	student						
	advisor						

Student Comments

Areas of strength

Areas of Weakness/Areas that Need Work

Advisor Comments

Areas of strength

Areas of weakness/Areas that need work

Recommendations/ Action Plan (to be completed after the end of the semester meeting)

Action plan

I agree with this plan and assessment

Student Signature	
Chair Signature	
Co-Chair Signature	
Committee Member Signature	
Committee Member Signature	
Committee Member Signature	

**Appendix B:
Graduate Program in Exercise Science
Plan of Study Worksheet**

Course #	Course Title	Credits		Course #	Course Title	Credits
Semester 1:				Semester 2:		
Total				Total		

Course #	Course Title	Credits		Course #	Course Title	Credits
Semester 3:				Semester 4:		
Total				Total		

Course #	Course Title	Credits		Course #	Course Title	Credits
Semester 5:				Semester 6:		
Total				Total		

Course #	Course Title	Credits		Course #	Course Title	Credits
Semester 7:				Semester 8:		
Total				Total		

Appendix C: Supplemental Description of Duties

Teaching Appointment

Course Information

Course Role *

- Primary Instructor TA (independent lectures)
- Secondary Instructor TA (discussion sections/labs)
- Grader

Course number(s) and section(s) *

Course Meeting Times * ?

Course Location * ?

Maximum number of students per section *

Number of sections * ?

Teaching Duties

The items checked below describe the duties that are required as part of this assistantship.

- Attend lectures
- Present lectures
- Instruct sections/labs
- Preparation
- Hold office hours
- Supervision/TA meetings weekly
- Read and evaluate papers
- Grade exams
- Prepare drafts of narrative evaluations and/or make grade recommendations for students in TA section or lab
- Provide individual and/or group tutoring
- Maintain/submit student records (e.g. grades)
- Complete required TA training

Perform other class-related duties described here as assigned.

Research Appointment

Research Duties

The items checked below describe the duties that are required as part of this assistantship.

- Prepare materials for Human Subjects Review Board
- Recruit subjects
- Interview subjects
- Prepare materials for Animal Care and Use Committee
- Feed and care for subject animals
- Clean animal cages
- Monitor subject animals
- Administer drugs, hormones, or other chemicals
- Perform surgical procedures
- Perform euthanasia
- Prepare materials for laboratory
- Perform experiments
- Request or acquire necessary equipment
- Develop and construct lab equipment
- Clean laboratory and equipment
- Wash glassware
- Order equipment
- Oversee budget
- Analyze data
- Keep accurate records of experimental/observational data
- Provide access to all project-related data for supervisor
- Manage and respond to project-related communications
- Prepare website materials
- Maintain (update) website materials
- Prepare articles, reports, and/or presentations
- Review literature
- Prepare materials for grant submission
- Supervise undergraduate students
- Maintain records on undergraduate student performance
- Maintain undergraduate student attendance records

Perform other research related duties described here as assigned.