**Undergraduate Council Meeting Minutes**

**February 8, 2022**

**Voting Members Present**: Molly Bolger, Joan Curry, Leslie Dennis, Jennifer Donahue, Melissa Goldsmith, Kelly Leslie, Shujuan Li, Todd Lutes, Sydney Mathis, Moe Momayez, Holly Nelson, Liza Rezende, Amber Rice, Caleb Simmons, Claudia Stanescu, Richard Vaillancourt, Joost Van Haren, Suzie Weisband, Jordan-Isaiah Toyos

**Voting Members Absent**: Jennifer Church-Duran, Jim Hunt

**Non-voting Members Present**: Michael Davenport, Carmin Chan, Joan Curry, Greg Heileman, Linda Hollis, Ashley Jordan, Melanie Madden, Abbie Sorg, Frederick Lewis, Jennifer Schnellman

**Faculty Senate Representative:** Caleb Simmons

1. Molly called the meeting to order at 3:32pm
2. Approval of Minutes from the UGC Meeting on November 9, 2021 – Molly Bolger, Chair

Leslie Dennis moved to approve the November Minutes; Lisa Rezende seconded the motion. The November Minutes were approved with 11 yeas and 1 abstention.

1. Reports:
	1. Academic Administration Report - Greg Heileman, Vice Provost, Undergraduate Education

Regarding process: Learning outcomes of programs currently moving towards ABOR for approval are being heavily scrutinized. The Curricular Affairs office is currently working on a more robust process that will make sure learning outcomes are faced with the same level of scrutiny they would be when under ABOR review. Plans on working with the Office of Instructional Assessment (OIA) to help with improvements.

Regarding Faculty Senate: Some program proposals are not being considered by Faculty Senate in a timely manner. One way of solving the problem would be to make a true Faculty Senate subcommittee that could review proposals and put forward a consent agenda. The Faculty Senate subcommittee would essentially determine whether Faculty Senate should be approving an item, as there is not time for this during meetings. Greg H. asks Caleb S. if he can help to get the UGC Committee recognized as a Faculty Senate subcommittee.

Greg also brings up the accepted practice of moving proposals through approval process in parallel. In the past, once proposals were submitted to committees, they would simultaneously go to both ABOR and Faculty Senate. Greg raises this point as he is not sure if that is necessarily a good or a bad thing to be practicing. Faculty Senate’s position is that policy precludes parallel process but, in his efforts, Greg has not found ABOR or UA policy that states so.

Regarding transfer articulation: Greg asks that in any situation where a substantial change is being submitted for an undergraduate program, consider how the change will affect transfer students and meet with the Transfer Office first. There is nothing that currently prompts individuals to do this, but it is something that is desired to be implemented in the future.

**Questions**
Molly B. asks: Regarding the scrutinization of the learning outcomes, what is the nature of past learning outcomes that have been deemed insufficient? Part of the issue is that there is a detailed form that goes through internally that is then condensed and sent to ABOR. Greg says he is not clear on how much programs are working with OIA or the level of scrutiny that is being applied. However, sometimes learning outcomes will look good, while other times they will seem cut and pasted with little differentiation between them. A Regent on the board has taken it upon themselves to critically look at the learning outcomes and has been denying them is they do not find them believable. Recently there was a graduate program on clinical research that was denied for this reason. The ABOR forms ask for concepts, competencies (the student will have the ability to demonstrate…), How the ability will be assessed, and what measures will be used. Problems have come from each section of these forms being filled out with the same text. Greg says that there needs to be more detail going into final assessments, whether the curriculum is fully finished yet, and closes by asking everyone to scrutinize those aspects more often. Suzie W. adds: This is something that can be taken up by looking at the OIA website, there are also tutorials that are offered and recorded over zoom. Lisa R. adds: Being on the program committee, the last time they met, certificates no longer had the curricular map that was used through the OIA. Greg clarifies that certificates do not go to ABOR and that any program that does will have the curricular map associated.

Molly B. asks: How is Undergraduate Council interfacing with what Faculty Senate is doing? There have been issues with agenda items not going through. Greg and Molly suggest Senators do not have adequate time. Caleb S. adds that issues have arisen in Faculty Senate due to a difficult past couple of years that include strong emotions and distrust between members. Senators express skepticism about proposals despite a lack of thorough discussion at Subcommittee and Council level. Caleb suggests that as a collective body, a letter should be written clarifying the role and function of the UGC to Faculty Senate. It is a disservice that time and effort put into discussions before hand are being discarded once proposals reach Faculty Senate. Molly B. worries that Faculty Senate will reject the committees’ authority on the basis that UGC representatives are appointed, not elected. Greg concludes by stating he is available to talk at anytime and is here to help..

* 1. Online, Distance, Continuing Education Report – Carmin Chan, Director, Online Student Success

UGC Updates from ODCE: Arizona Online & Near You Network

Arizona Online – Headcounts as of 2/4/2022: A total of 7,307 students enrolled (67.9% of current Arizona Online Student Population). 1,041 newly enrolled undergraduate students. Registration will for Spring 2022 will continue through mid-March (start of 7W2/8W2). 654 Students graduated in Fall/Winter 2021. 214 Students enrolled in Winter 2021 (first year where there was open registration for winter session). Students were reminded of withdrawal dates frequently due to the intensity and short time span of this session.

DIST and SOUTH – Headcounts as of 2/4/2022: 896 students are enrolled across the Near You Network while 184 are unenrolled (83% enrollment). 84 Newly enrolled undergraduate students compared to 83 the year prior. 142 students graduated in Fall/Winter 2021 (93 DIST, 43 SOUTH). Some programs perform extremely well and grow quickly while others struggle to gain a significant amount of enrollment.

Age of Empires IV (Microsoft) Collaboration: Embedded content developed in partnership with Paul Milliman and Allision Futrell, from the College of Social and Behavioral Science will be released in game on 2/17/2022. Players who complete this content will have the opportunity to take a related assessment for a chance to earn 1 unit. Players will then be encouraged toward additional UA coursework, including a follow-up HIST course focused on gaming in history.

**Questions:**
Caleb S. asks if Molly has any feedback from students who were enrolled in the 2021 winter session, and if the open enrollment for the winter session will remain next year. Carmin explains that they have a Student Success and Retention specialist that focuses on the population of the online campus. One of the projects she has later this spring is looking at the pass rates of the Winter Session both on individual and general population levels.

Molly B. asks if Carmin has a sense of how many AZOnline instructors also teach face-to-face? Broadly speaking, the model for AZOnline is to build from within the University, meaning that the academic experience is generally that same to that of on-campus students. Departments are discouraged from using any labor that is adjunct to the University, meaning that generally students will have the same instructors or quality of instructors between AZOnline and on-campus curriculum.

Suzie W. asks what unenrolled statistic is defined as? Carmin explains that headcounts include all students that are eligible to enroll. The Unenrolled statistic encompasses students who have not returned or who are new and have not completed orientation.

* 1. Advising Resource Center/ Advising Community Report – Carmin Chan, Director (Unofficial proxy for Roxie Catts)

Census counts were captured last week. February is generally a lull for many advising teams during the year, currently many are preparing for unenrolled outreach for summer and fall.

* 1. Registrar's Report – Michael Davenport, Associate Registrar

Michael is filling in for Alex Underwood as he is out of the office this week. Thanks to Carmin, Caleb and Abbie for participating in an Office of the Registrar webinar concerning policy updates. A lot of good feedback was received, and the registrar had an opportunity to share their road map for policy work with the campus community. The schedule for class enrollment opens for summer and fall on 3/1/2022 along with shopping carts for students. Opportunity to volunteer at a Spectrum of Modalities Workgroup is available. The primary goal is to define and create support for campus-based class offerings, format/modalities determined by pedagogical needs of courses, and formats/modalities provide an appropriate mix to support student success. Contact Alex Underwood (aunderwood@arizona.edu) or Lisa Elfring (elfring@arizona.edu) if interested in helping. Abbie Sorg offered to send the Power Point to the group for Michael.

**Questions:**

Molly B. asks where the general idea for this workgroup came from. To figure out strategies moving forward and whether they are sustainable or not. Many of the current modalities we have were created in response to COVID19, so it is about taking a critical look at current modalities and seeing in what ways they can be improved or changed.

* 1. University-Wide General Education Committee Report – Joan Curry, UWGEC Chair

45 courses this semester that are being offered in the new program for students starting Spring 22 and later. Those under the previous catalogue are still using the tier system. Preparations for the fall are also being made, with a long list of courses that they hope to get through. Committee faculty has been doubled for provisional approvals.

**Questions:**

Suzie W. asks: How many courses are you currently looking at? Approximately 136 total, with an additional 232 that have yet to be approved. Currently trying to get ideas together to make sure each proposal gets properly addressed.

* 1. Subcommittees:
		1. Curriculum & Policies Subcommittee Report on January 25, 2022 – Claudia Stanescu, Chair

There was a Change of Schedule policy proposal that combined the undergraduate and graduate forms to call out the differences between them. Additionally administrative drop policy language was added as it was removed from the class attendance and participation policy. An agreement was made but voting was not completed over email, so updates will likely come at the next meeting.

Also had a discussion over a proposal to remove the 60-university credit limit for GRO eligibility. Claudia asks for other committee members to discuss this proposal with colleagues as it will be coming up soon. Looking into data on what colleagues and peer universities are pursuing as well as their policies. Finally, the proposal to eliminate the W grade unit maximum policy was discussed. No voting took place.

**Questions:**

Molly B. asks: Can you clarify on details surrounding the GRO related proposal? The GRO policy inconsistently affects transfer unit students versus students who start with UA. Transfer students have the ability to use GROs on upper division courses while students who have started at the UA often run out of these by the time they reach the same level or reach the 60-unit limit. The proposal aims to remove the limit to equally affect all students.

* + 1. Academic Programs Subcommittee report on January 25, 2022 – Suzie Weisband, Chair

Regarding the JEDI (Justice, Equity, Diversity, and Inclusion) Minor Report: There has been a lot of back and forth mainly concerning the breadth of the minor and the number of different units it attempts to include both within SBS and outside. The professor teaching the course will be teaching the course for the first time. Supporting letters and syllabus are ready. Suzie believes it is a great course to drop students into the minor have as they can then decide themselves if they’d like to minor in it. The committee agreed that this was a well thought-out minor. It does include many courses, but they have all been vetted.

Regarding the Insights into Healthy Aging Certificate: This certificate is from the Psychology department. It will provide a multidimensional understanding of the aging process. Despite several other programs on campus that focus on aging and disease, this certificate focuses on healthy individuals at the ages of 65 to 85. The certificate will benefit those pursuing careers in elder care and home health care industries. The hope is that by engaging this thriving community of elders, students will be exposed to perspectives from psychology, biology, sociology, law, etc.so that they might decide how they want to continue to pursue their education and career with this knowledge. High enrollment expectancy due to the courses being offered online.

Regarding the New Minor in Future Earth Resilience: A minor that provides a look at Earth and the future of humankind’s reliance on a healthy ecosystem, inter-disciplinary solutions, and centering perspectives on marginalized communities to adapt the solutions for everyone. Plans to introduce a course featuring experiences of Biosphere II, blend different scientific research and education to explore the relationship between earth processes and people, and to develop a better foundation understanding of Earth processes and how they can ensure resilience is equitable.

**Questions:**

Regarding the Insights into Healthy Aging Certificate: Carmin C. asks for clarification regarding the course being exclusively online as it appears to be offered on main campus. Suzie says with the expected 500 students in the first year that it would be impractical for the course to be offered in-person. Melanie M. adds that there was a typo on the proposal and this program is to be offered both on Main Campus and Online. Ashley Jordan clarifies that it is intended to be offered through both Online and Main campus. There are already three courses running and strong interest already indicates the expected 500 student enrollment is a reasonable forecast.

* 1. UGC Report – Molly Bolger, Chair

Nothing to report.

1. Consent Agenda Items – Suzie Weisband, Chair
	1. New Minor in JEDI (SBS)
	2. New Minor in Future Earth Resilience (Honors)

Caleb S. motioned to approve the Consent agenda. Motion Carries. 17 yeas, 2 abstain, 0 nays.

Molly B. asks to remove the Insights into Healthy Aging Certificate from the consent agenda and to vote on it separately as there are still concerns that need to be addressed.

1. Items for Discussion and Vote:
	1. New Certificate in Insights into Healthy Aging (Science) – Ashley Jordan and Linda Hollis
		1. Online and In-person Clarification

Melanie M. said she will fix the cover sheet so it notes that the program will be offered both online and on Main campus. Suzie W. asks if there are new courses being offered. Ashley J. replies that most of the courses already exist but that there will be new course proposals.

Suzie W. asks for clarification on the structure of the certificate. Ashely J. clarifies that there is one class that has specific outreach component that involves students reaching out to older community members. Linda Hollis, who instructs the course “Relationships with Older Adults” says that the students interview older adults with the goal of preparing students for the workplace and working with that same age group. Students also interview younger adults about older adults to gain a full understanding of the levels of aging separated from the stereotypes and myths associated. “Community Resources” is another class Linda focuses on with the goal of educating students on the resources that are available to them within the community.

Caleb S. motioned to approve the Certificate in Insights into Healthy Aging. Joost Van Haren seconds.

1. Meeting Adjourned at 4:47pm

*Respectfully prepared by Frederick Lewis*