# Academic Programs Subcommittee Meeting Minutes September 27th, 2022

**Voting members present:** Jennifer Donahue, Melissa Goldsmith, Dana Lema, Shujuan Li, Paul Wagner, Holly Nelson, Lisa Rezende, Suzie Weisband

**Non-voting members present:** Justin Betts, Molly Bolger, Benjamin Brady, Kristy Clairmont, Goggy Davidowitz, John Ehiri, Lance Erickson, Darin Knapp, Frederick Lewis, Melanie Madden

**Voting members absent:** Kelly Leslie, TBD ASUA Member

1. Holly Nelson called the meeting to order at 3:32 PM with a quorum of 7 voting members.
2. Approval of April 19th, 2022 Minutes

Suzie Weisband moved to approve minutes. Melissa Goldsmith seconded. Motion carried with 7 yeas, 0 nays, 0 abstain.

1. New Action Items

**A. New Minor: Entomology (CALS)**

Presented by Goggy Davidowitz, Professor in the Dept. of Entomology. Students have expressed interest in an Entomology major. A 2020 market analysis showed that hiring the necessary faculty made a major financially unfeasible. Started offering a certificate with a plan to propose a minor in the future. The Certificate currently has 9 students with 3 more being added. To meet with increased student demand, the Minor is proposed.

**Q:** Credit count is listed as 18 but it looks like there may be 21 credits in total. Why is this?

**A:** Formatting issue/typo; Melanie will edit document to remove this confusion.

**Q:** How many students do you expect for the Minor?

**A:** 6 students in the first year anticipated to grow to 10 and 15 in subsequent years.

**Q:** A research requirement for a minor is quite unorthodox; what is the reason you decided to include one here? Do you have enough labs to support the Minor?

**A:** In Entomology, faculty commonly have undergraduates working in their labs. It is important to have hands on experience, some labs are applied, and some are more basic science. Faculty decided that there would be a hands-on experience component due to the nature of the minor as well as a push from the University to promote undergraduate research experience. Currently 25 undergrads work in labs throughout the department; capacity should not be an issue.

**Q:** With the lack of a major, how are you planning to provide a comprehensive program assessment?

**A:** Interest in the major / minor in Entomology primarily comes from students taking ENTO 415. Course offers two separate evaluations, one for the course as well as one for the entire program. The evaluation of the program will take the form of a survey given to students.

**Q:** With students coming from different majors,is there a plan to allow the research requirement to be fulfilled by other areas or will it be required to be directly tied with Entomology?

**A:** Any research done in relation to insects will count towards the research requirement.

Melanie will follow up regarding the accuracy of the FTE numbers entered in UAccess.

Paul Wagner moved to approve. Lisa Rezende seconded. Motion carried with 7 yeas, 0 nays, 0 abstain.

**B. New Minor: Addiction and Substance Use (COPH)**

Committee noted that there are issues with the outcomes for both the Minor and Certificate being the same between the certificate and the minor. The problem arises more with how the outcomes are written and less about them being the same. It’s also noted that a certificate should generally not be dedicated as a smaller scaled version of the minor. Learning outcome #2 does not appear to be addressed in the curriculum map. There are also errors in the cut and paste between the two.

Presented by John Ehiri, Professor in the College of Public Health and the Associate Dean for Academic Affairs and Benjamin Brady, Director of Policy and Education at the Pain and Addiction Center. Recognized within the University of Arizona that there are many trainings and educations offered around drugs, pain, addiction, substance use, substance use counseling, etc., but a lack of a college or department housing many of these trainings. A minor and certificate were then developed, one that would be inward facing and be intended for students and one that would be outward facing and intended for business professionals, with the College of Public Health housing the programs. The degree is based on a Bio-Psycho-Social Model which is a more holistic perspective on addiction, taking in several factors and not just focusing on things like the drug or the individual’s psyche.

**Q:** Learning Objectives are the same for both the Certificate and the Minor with the main difference being the online modularity of the Certificate. Is this correct?

**A:** There are enough online offerings that the Minor can be taken online, however there will be fewer elective choices available. The Minor is available both in person (On campus) and online with the Certificate being offered exclusively online. The Minor is intended to be taken by students on campus while the certificate is intended for Business professionals looking to build on their skills.

**Q:** It appears that most of the courses offered relate more to science and policy, there is only one course that has counseling in the title. Is there more support throughout the different courses for students looking to pursue counseling as a career path? Is it more dependent on their major?

**A:** The goal of the program is to serve as an addition for students who are health professionals who want content expertise around addiction and substance use. While counseling is an important aspect of that, it wouldn’t be the only piece. Those training to be a future counselor would still find value as their program would be coming from a psychology-based perspective of addiction and substance use while this degree program would offer additional context from pharmacological and sociological perspectives.

**Q:** From an advising perspective, most certificate students would likely want to finish within two semesters; will all the core course offerings plus one elective be offered every semester?

**A:** We are not there yet, but that is our eventual goal. 2 of the 3 core classes are being created for this offering. The 400-level class is being offered for the first time this fall and currently has 16 students enrolled. We want to run the 200-level class through the Gen-Ed refresh. We hope that there will be enough interest in both classes so that they may be offered both semesters. The 300-level class is currently in-person. Both semesters have over 100 students enrolled each semester; planning to offer an online section for this course in the future as well.

The committee recommends differentiating the content learned exclusively in the Minor to distinguish it from the Certificate, revising the 3 learning outcomes to be more specific, and adding a 4th learning outcome that is broader to account for electives students may be taking.

Committee expressed discomfort with the broadness of the learning outcomes with concern they don’t give a general sense to what will be learned in the core classes of the program. Committee decides to approve conditionally and to discuss the learning outcomes at the October UGC meeting. Proposers will be asked to resubmit with revised learning outcomes before then.

Paul Wagner moved to approve the proposal conditionally, pending revision of the learning outcomes, and discussion and vote on the revised proposal at UGC. Suzie Weisband seconded. Motion carried with 8 yeas, 0 nays, 0 abstain.

**C. New Certificate: Addiction and Substance Use (COPH)**

*See previous item for details on the Addiction and Substance Use Certificate.*

Paul Wagner moved to approve the proposal conditionally, pending revision of the learning outcomes, and discussion and vote on the revised proposal at UGC. Suzie Weisband seconded. Motion carried with 7 yeas, 0 nays, 0 abstain.

**D. New Minor: Digital Retailing (CALS)**

Presented by Darin Knapp, Professor of Family Studies & Human Development and Director of Undergraduate Programs at the School of Family and Consumer Sciences and Lance Erickson, Professor and the Chair of Retailing & Consumer Science. Last year much of the feedback on a proposed Digital Retailing Certificate was encouragement to offer it as a minor. This minor uses existing course work and give students the opportunity to minor in digital retailing specifically.

**Q:** How are you deconflicting the minor assessment when students will be taking a variety of electives, resulting in a lack of a consistent focal point? More specifically, how would you synthesize the assessment data from the variety of classes to be useful in viewing feedback and improving the minor going forward?

**A:** The intention is to give students the opportunity to determine what areas they would like to pursue as it relates to digital marketing. Retail and Consumer Sciences has a faculty member that is collecting data on the learning outcomes for both minors, assuming this is approved, as well as the major.

**Q:** Are the measures generic? Are they unrelated to any specific course?

**A:** Each of the program learning outcomes matches up with learning outcomes from each of the core classes.

**Q:** Is the certificate still being offered?

**A:** It is approved and set to be offered via Arizona Online in the Spring.

Dana Lema moved to approve. Jennifer Donahue seconded. Motion carried with 8 yeas, 0 nays, 0 abstain.

**E. New Certificate: Legal Paraprofessional (Law)**

This proposal has been approved by U-CAAC on the condition that there are more clarifications for how this certificate would work for students taking the BA in Law program regarding their double dipping requirements.

The Committee notes that the budget projection will need to be updated for undergraduate students as their budget is currently based off graduate students.

Presented by Kristy Clairmont from the College of Law and Justin Betts, Undergraduate Advisor in the School of Government Public Policy. This proposal is in response to a new tier of legal service provider that was created by the Arizona Supreme Court. This tier is called the Legal Paraprofessional (LP). In Arizona the unmet demand for legal services is more pronounced than anywhere else in the United States. This has prompted the Supreme Court to create this new tier to meet that unmet need. This proposal is a work force development program that will provide new career options for graduates. Courses selected were driven by the code written by the Arizona Supreme Court, which governs Legal Paraprofessional licensure, which includes an educational requirement. The core coursework for this certificate comes directly from the code.

Additionally, every LP must select an area of practice, called “endorsement areas” by the Supreme Court. Depending on the selected area of practice, the LP will take additional coursework specific to their choice. Finally, they must complete an experiential learning component. An additional elective has also been added to this certificate in anticipation of Supreme Court approval. If approved, this certificate could be a stand-alone option for students seeking to be licensed as LP’s.

**Q:** If a student wanted to specialize in two areas, how would they do that, can they do that, and would they need to be a non-degree seeking student?

**A:** There are students currently trying to do that. Because of the way the code is written, it enables any student with an MLS Degree, if they have the specific course work. For example, some students have received their MLS from ASU and are now enrolled at the University of Arizona as non-degree seeking students due to a lack of offerings at the former. This pertains to graduate students specifically, but the University of Arizona is the only University in the State currently offering a BA in Law which is specifically mentioned in the code. Students are generally advised to only practice in one area.

**Q:** Is the goal of the Supreme Court to get these undergraduates into an internship to quickly learn the practice before starting in the field?

**A:** Correct! An experiential path has been provided and used so far. The current 26 licensed LPs in the state had to work 7 of the past 10 years and pass the State’s Exams to become licensed.

Suzie Weisband moved to approve. Paul Wagner seconded. Motion carried with 8 yeas, 0 nays, 0 abstain.

1. Consent Agenda

A. Disestablish: Food Safety (CALS)

B. Name Change: Atmospheric Science (Science)

Consent agenda passes with 8 yeas, 0 nays, 0 abstain.

1. Holly Nelson adjourned the meeting at 4:56pm

*Respectfully prepared by Frederick Lewis*