

Curriculum and Policies Subcommittee Meeting Minutes
September 27, 2022

Voting Members Present: Michelle Berry, Joan Curry, Leslie Dennis, Moe Momayez, Ally Roof (Proxy for Claudia Stanescu), Jennifer Schnellmann, Joost Van Haren

Non-voting Members Present: Cassidy Bartlett, Molly Bolger, Abbie Sorg, Alex Underwood, Sharon Aiken-Wisniewski

Voting Members Absent: Amber Rice, Caleb Simmons

Chair Joost Van Haren called the meeting to order at 3:34 p.m. A quorum was established with 7 voting members.

I. Approval of Curriculum & Policies Subcommittee meeting minutes, 4/19/2022

The motion was passed via e-vote with 5 votes in favor and 4 abstentions.

II. Policy Proposals

A. Undergraduate Leaves of Absence Policy proposal

Presenter: Abbie Sorg

Prior to the meeting, the subcommittee was provided with benchmarking data from peer institutions regarding Leaves of Absence policies.

To comply with Senate Bill 1406 passed in Spring 2022 – a change in Arizona law to protect military members and spouses of military members called to active duty – the UA Military Leave of Absence policy language has been updated to extend Leave of Absence options to students who are spouses of military members. The policy has also been updated for students who do not have advanced notice of their orders.

International Student Leave previously stated that students must be U.S. citizens or have permanent resident/immigrant status to be eligible for BACK2UA; this stipulation has been removed as it is no longer accurate, and instructions have been updated.

It is now clarified in-policy that students do not need to notify the institution prior to utilizing Back2UA.

Discussion began:

- Committee members found the following language problematic: “The MLOA should be filed as soon as the student or student’s spouse receives active-duty order or prior to the first date of the semester the student will be absent.”
 - A committee member noted that if the student receives orders far in advance, it’s not necessary for them to file immediately; if the student gets orders in the middle of the semester, this is where the immediacy is important.

- Another committee member suggested removing the stipulation for the start of the term, suggesting instead that students file within 2 weeks of receiving orders.
- Another committee member expressed that spouses not receiving military orders directly may have a delay in obtaining them and filing with the school.
- Committee members agreed that eligibility should be defined once at the start of the MLOA section and simplified to “eligible students” throughout the remainder of the policy.
- One committee member expressed concern over the language’s specificity for military students themselves, as active duty does not necessarily mean a military member is relocated. Active duty assignments have different logistics depending on whether the individual is a member of the National Guard or another branch of the military.
- The committee requested the following amendments in the proposal language:
 - Correct the date of the administrative note and remove from the policy proposal. Notes of this nature may be included on the policy page in the catalog, but should not be considered part of the policy text itself.
 - Replace “When students or their spouses are called to active duty begin...” with the following: “When orders for active duty are received after classes begin, eligible students may withdraw...”
 - Replace “The MLOA should be filed as soon as the student or student’s spouse receives active duty order or prior to the first date of the semester the student will be absent” with the following: “The MLOA should be filed as soon as possible after the student or student’s spouse receives active duty order, ideally within two weeks of receiving the order.”

The subcommittee agreed to table this proposal in order to continue discussion with their college colleagues, and to rewrite the proposal to ensure language pertaining to active duty is correct and applicable. An updated proposal document will be included on the October 25, 2022 meeting agenda.

B. Military Excused Absence Policy proposal

Presenter: Abbie Sorg

Prior to the meeting, the subcommittee was provided with benchmarking data from peer institutions regarding Military Excused Absence policies.

To comply with Senate Bill 1406 passed in Spring 2022 – a change in Arizona law to protect military members and spouses of military members called to active duty – the UA Military Excused Absence policy language has been updated to extend excused absence options to students who are spouses of military members. The policy has also been updated for students who do not have advanced notice of their orders.

Discussion began:

- Committee members noted that the Military Excused Absence policy successfully defines eligibility at the beginning of the policy, and then addresses those who are eligible for the remainder; similar language may be applied to the Undergraduate Leaves of Absence policy proposal.

Leslie Dennis moved to approve the updated policy, and Michelle Berry seconded the motion. The motion passed unanimously with 7 votes in favor.

III. Discussion: AY 2022-2023 subcommittee policy roadmap

Presenter: Joost Van Haren

In a review of the 21 policies on the 2022-2023 roadmap, multiple committee members voiced that they could not prioritize these policies based upon their own knowledge but wanted to hear from other stakeholders more closely affected by the proposed policies.

Committee members expressed interest in seeing policy proposals during the draft stage so input could be accounted for prior to the final draft. The process may be more efficient if drafts are only written once; determining the direction of a policy and getting input prior to drafting could be helpful.

One committee member stated that it is the job of the committee to be flexible; sometimes there will be speakers and discussions, sometimes there will only be policy text to work with.

The Office of the Registrar will work with the subcommittee chair to determine a review process that gathers further input prior to drafting policy proposals and will provide more information for further discussion at the next month's meeting.

Joost adjourned the meeting at 4:59 p.m. The next subcommittee meeting will be held on October 25, 2022.

Respectfully submitted by Cassidy Bartlett, 10/6/22