# Academic Programs Subcommittee Meeting Minutes October 10th, 2023

**Voting members present:** Jennifer Donahue, Melissa Goldsmith, Dana Lema, Allison Lee, Shujuan Li, Moe Momayez, Lisa Rezende, Paul Wagner, Ross Nemeth, Michael Mckisson, Jennifer Schnellmann

**Non-voting members present:** Tara Sklar, Christina Kelso, Atticus Jaramillo, Daniel Kuhlmann, Kristina Currans, Holly Nelson, Melanie Madden, Bryanna Andrade.

1. **Liza Rezende called meeting to order at 4:33 pm**
2. **Approval of the**[**September 12th, 2023, Meeting Minutes**](https://academicadmin.arizona.edu/sites/default/files/2023-10/APS%20Meeting%20Minutes_091223_0.docx)**.**
   1. *Paul Wagner motioned to approve. Michael Mckisson seconded. Minutes were approved with 9 yeas, 0 nays, 0 abstentions.*
3. **Old Business**
   1. [**Disestablishment: Musical Theater B.F.A**](https://academicadmin.arizona.edu/sites/default/files/2023-08/Disestablish_Musical_Theatre_BFA%5B1%5D.pdf)
      1. Departments who are discontinuing a program have essentially eight years to teach out all students who are currently in the program. There is not necessarily a mechanism that is making sure all programs are doing it, but programs are held to that standard by accreditation, and if there was a case it was not happening, a student could notify the provost office, and the provost could take action with the unit. At the Undergraduate Council meeting, there was a talk about writing a letter about sharing the teach out plan, assurances, communication, and recommendations that any further program have a musical theater option. They are also creating a new program that will be replacing the Musical Theater B.F.A, and if students knew about the exciting new program, they may perhaps be excited and would want to do the switch.
4. **New Action Items**
   1. [**New Certificate: UG Health Law and Policy (Law)**](https://academicadmin.arizona.edu/sites/default/files/2023-09/Proposal_UG%20Cert%20in%20Health%20Law%20and%20Policy.pdf) (Presented by Tara Sklar and Christina Kelso)
      1. This certificate composes about 15 courses that have been offered for quite some time. As you can see from the 12 letters of support, we work very closely with all Health Science colleges and the college of Engineering, and also have some external support from law firms, and Dignity Health. We are looking for a way to provide undergraduate courses with a way to package these courses as a certificate offering, it would be desirable on their part to have that credential recognition, rather than just taking random health courses.

Q: On the description it says that the undergraduate certificate builds on the graduate program, and then mirrors the graduate courses. Are they co-convened courses?

A: We have separate sections, separate 400-level sections for undergraduate students in the online classes. How it works, in classroom environment there will be additional requirements for the graduate students, i.e, additional readings, additional assessments; that undergraduate students aren’t subject to.

Q: Applicants must be enrolled in an undergraduate program, and anybody at the university can take this, but only have the option of 400-level courses. Are there any prerequisites? Are there any barriers for students to take part in this?

A: We have no prerequisites; nothing has to be done in a particular order. We provide in all the courses a foundational understanding about, for example, Medicare Medicaid.

Q: We see the letters of support from College of Public Health and College of Medicine, how much collaboration with both colleges in creating the content in figuring out what people need to know.

A: We work with particular faculty members at these different colleges. A colleague at Public Health teaches a public health and ethics class, which is not a part of this grouping, and that is how we work together, and attending conferences and publications, that is how we are familiar with each other’s work. Working with the dean of College of Medicine as they are developing a BS in Medicine, and potentially a new BS in Medical Device and Technology degree, and just working with them on our portfolio that primarily touches on regulations, reimbursement, law ethics, to compliment what they are doing at College of Medicine.

Allison Lee motioned to approve. Paul Wagner seconded. Motion carried with

10 yeas, 0 nays, 0 abstentions.

* 1. [**New Major: Bachelor of Real Estate (CAPLA)**](https://academicadmin.arizona.edu/sites/default/files/2023-09/Proposal_BA%20of%20Real%20Estate.pdf) (Presented by Daniel Kuhlmann, Christina Kelso and Atticus Jaramillo)
     1. This program will be the first dedicated real estate undergraduate programs in the regions university. It is believed that the University of Arizona has a minor, and ASU has a minor, but this would be the first dedicated major. The program was designed in a way that really that really draws the strengths of CAPLA. It is a college of built environment with policy design planning, and the approach of real estate reflects that. This is not a traditional single line bottom program, it is focused on a triple bottom line, which is people, profits and sustainability, and it is reflected in the curriculum that was developed in the courses that were designed. This has been developing for about 3 or 4 years, partly because a consensus needed to be reached, and it is still an area of growth for CAPLA.

Q: I see that there are 3 law classes which are RED 409 Real Estate Transactions and the Law, and then two courses, it seems through the college of law 454 Environmental Log, and 416 Business Organization, is there a straight contract law class?

A: There isn’t in the current curriculum, but something we could certainly consider as a kind of a future elective but are definitely open to expanding our curriculum. I think one intention that we had with the program was that we would start with our basic needs to really deliver the triple bottom line responsible themes well, with the idea that we could then develop partnerships to maybe expand to a concentration focus in different areas as well. So we were excited about that collaboration with law. But we realize it's an ongoing discussion really more than a definitive thing.

Q: People who are getting their bachelor’s in real estate versus coming into Real Estate from a different angle, how does it benefit students? What kind of different jobs can they get?

A: We have done our own market research, to help identify possible jobs. We are still in the process of making sure that the degree aligns as much as possible with state licensing requirements, it is not going to be a perfect alignment and students won’t be able to get a real estate license right out of the program, but there are several classes that will count towards the licensing. We made sure to not overlap with the MA of Real Estate Development Program. Once enrollment starts, the advisement plan will include on letting students know what this major can offer, and steps that they will need to take after completing the program.

Dana Lema motioned to approve. Moe Momayez seconded. Motion carried with 10 yeas, 0 nays, 0 abstentions.

* 1. [**New Emphasis: Consumer Market Retail Studies - BA Applied Humanities (Humanities)**](https://academicadmin.arizona.edu/sites/default/files/2023-09/New%20Emphasis%20Request_BA%20Applied%20Humanities_Consumer%20Market%20Retail%20Studies.pdf)
     1. The committee was ahead of schedule and did not require for proposer to present.
        1. Ross Nemeth motioned to approve. Dana Lema seconded. Motion carried with 10 yeas, 0 nays, 0 abstentions.

1. **Meeting adjourned a 4:04 pm.**