**Undergraduate Council Meeting Minutes**

**January 9th, 2024**

**Voting Members Present**: Lisa Rezende, Travis Spence, Allison Lee, Christopher Sanderson, Dereka Rushbrook, Michael McKisson, Joost Van Haren, Holly Nelson, Jennifer Donahue, Karin Nolan, Jeremy Vetter, Allyson Roof, Moe Momayez, Paul Wagner, Jennifer Schnellmann, Amanda Sokan, Amber Rice, Caleb Simmons.

**Voting Members Absent**: Melissa Goldsmith, Ross Nemeth, Dana Lema, Shujuan Li.

**Non-voting Members Present:** Cassidy Bartlett, Abbie Sorg, Bryanna Andrade, Melanie Madden, Alex Underwood, Carmin Chan, Greg Heileman, Kian Alavy.

1. **Call to Order**
2. **Approval of Minutes from the**[**UGC Meeting on November 28, 2023**](https://academicadmin.arizona.edu/sites/default/files/2024-01/UGC%20Mtg%20Minutes%20November%202023_MM%20AS%20edits.docx)**– Holly Nelson, Chair**
   1. Michael McKisson motioned to approve. Allison Lee seconded. Motion carried unanimously with 13 yeas, 0 nays, 0 abstentions.
3. **Reports**
   1. **Academic Administration Report - Greg Heileman, Vice Provost, Undergraduate Education**
      1. The financial situation does affect Curricular Affairs, which is already such a lean organization. We are doing our best to manage the process, and the hiring freeze might end in June. Curricular Affairs are managing a high volume of requests and are doing the best they can to process as much as they can for this term. Curricular affairs also created a document where it shows the approval process for programs.
      2. If a college decides to disestablish a program, that will no longer be a voting item, and will only be an informational item. The reason for that is because we cannot force a college to teach a program that no longer benefits them. The college still needs to provide a teach out plan for students and how they plan to move forward.
   2. **Online, Distance, Continuing Education Report – Carmin Chan, Senior Director, Online Student Success Initiatives**
      1. Arizona Online is no longer part of Online Distance and Continuing Education (ODCE), we have been moved into a new unit under the leadership of Senior Vice Provost, Gary Packard, titled Online Initiatives, also in that same unit UAGC. We will need to have another representative for Distance and Continuing Eduction, and another representative for Online Initiatives. We will optimize the things we do for Online education and think more institutionally about how it can support students.
   3. **Advising Resource Center/ Advising Community Report – Sharon Aiken-Wisniewski, Assistant Vice Provost, Academic Advising**
      1. No report given.
   4. **Registrar's Report - Alex Underwood, Registrar**
      1. As of today, we have 37,218 undergraduate students enrolled for the spring term.
      2. For spring, we have completed classroom checks, in which we check all rooms and make sure they are appropriate for the class size and are enough chairs.
      3. For summer and fall, class scheduling is due from the departments on January 12th, and February 1st room assignments are due. The schedules will be published on March 1st.
   5. **University-wide General Education Committee Report – Jeremy Vetter, UWGEC Chair**
      1. UWGEC will resume their biweekly meetings starting January 10th, progress has been made with the backlog that was created last summer. The two priorities for Spring 2024 are to explore ways for the proposal review process, trying to find ways to streamline them and make it quicker for faculty. There is an ABOR requirement for American Institutions and Civic Learning within general education, and it drafted a set of learning outcomes that adhere to the ABOR’s specified seven areas for civic learning and American institutions, and we are in the process of how to operationalize this, there is a leading idea that has been provisionally presented to ABOR by the executive director of general education for implementing it as an attribute, and it will be an addition to the four existing attributes, that will now total to five attributes.
   6. **Subcommittees:**
      1. **Academic Programs Subcommittee report on December 12, 2023 – Lisa Rezende, Chair**
         1. For more information go to item IV.
      2. **Curriculum & Policies Subcommittee report on**[**December 12, 2023**](https://academicadmin.arizona.edu/sites/default/files/2024-01/CPS%20Minutes%2012-12-23.docx)**– Joost Van Haren, Chair**
         1. We discussed three policies and the plan that U-CAAC will have. First, we discussed course modalities, and have been talking to colleges to see how they are doing with that and their plans. We also talked about academic distinction and dean’s list awards, that is moving forward. Lastly, we talked about change of major, and we discussed on taking it back to the budget office in regards of a new plan or ways that students are rewarded in their major.
   7. **UGC Report – Holly Nelson, Chair**
      1. Over the break, I had time to go through our peer institutions undergraduate council bylaws, they were very comprehensive, but they are a few areas that I would like to propose. I will work up the language, and present them at the next UGC meeting, and I’ll present them to Faculty Senate if everyone agrees.
4. **Consent Agenda Items – Lisa Rezende, Chair**
   1. **Modification:**[**B.S. in Animal Science**](https://academicadmin.arizona.edu/sites/default/files/2023-12/Proposal%20Modification%20BS%20Animal%20Sciences.pdf)**(CALES)**
      1. It is a modernization of their program. They have included many emphases and are well thought out.
   2. **Modification:**[**B.S. in Chemistry**](https://academicadmin.arizona.edu/sites/default/files/2023-12/Proposal%20Modification%20Chemistry%20BS.pdf)**(Science)**
      1. This is a big restructuring of their teaching, and that is for students to be able to have early exposure to all aspects of chemistry. This is still ACS accredited, and it is still an accredited program.
   3. **Modification:**[**B.A. in Chemistry**](https://academicadmin.arizona.edu/sites/default/files/2023-12/Proposal%20Modification%20Chemistry%20BA%20.pdf)**(Science)**
      1. Similar changes to B.S in Chemistry.
   4. **New Major:**[**B.A. in Molecular and Cellular Biology**](https://academicadmin.arizona.edu/sites/default/files/2023-12/Proposal_BA%20in%20Molecular%20and%20Cellular%20Biology_1.pdf)**(Science)**
      1. This complements the already existing B.S. program, and it is scaling in math and physics and it will be adding in some ethics and writing, and other things.
   5. **New Major:**[**B.S.N. in Nursing - Collaborative Education**](https://academicadmin.arizona.edu/sites/default/files/2023-12/Proposal_BSN%20Collaborative%20Nursing%20Edn.pdf)**(Nursing)**
      1. This is a collaboration with Pima, and this allows students to start at Pima and earn more units and allow them to transfer more units than normal. They will earn their associates and can finish in a cohort manner here at the University of Arizona.

All items were voted on as one. Joost Van Haren motioned to approve. Travis Spence seconded. Motion passed with 13 yeas, 0 nays, 1 abstention.

1. **Items for Discussion:**
   1. **Academic Programs Subcommittee - Lisa Rezende, Chair**
      1. [**Emphases: B.S. in Statistics and Data Science**](https://academicadmin.arizona.edu/sites/default/files/2024-01/New%20Emphases%20Name%20Change%20Statistics%20and%20Data%20Science_0.pdf)
         1. This was not on the consent agenda because they did not provide a learning outcome associated with each emphasis at the time. They have provided them now, and there were no questions or concerns with the rest of the proposal.

Joost Van Haren motioned to approve. Paul Wagner seconded. Motion carried unanimously with 15 yeas, 0 nays, 0 abstentions.

* 1. [**Bylaws**](https://academicadmin.arizona.edu/node/69)
     1. For more information go to item III.g

1. **Meeting Adjourned at 4:08 pm.**

Respectfully prepared by Bryanna Andrade