***Academic Program Subcommittee Meeting Minutes***

***August 20th, 2024***

Members present: Melissa Goldsmith, Allison Lee, Michael McKisson, Lisa Rezende, Jennifer Schnellmann. Absent: Dana Lema, Shujuan Li, Moe Momayez, Paul Wagner.

Non-members present: Ashley Jordan, Melanie Madden, Bryanna Andrade.

1. **Lisa Rezende called meeting to order at 3:30 pm.**
2. **Approval of the**[**April 23rd, 2024, APS Meeting Minutes**](https://academicadmin.arizona.edu/sites/default/files/2024-05/APS%20April%20Minutes.docx)
   1. Melissa Goldsmith motioned to approve; Michael McKisson seconded. Vote was unanimous with 5 yeas, 0 nays, and 0 abstentions.
3. **New Action Items**
   1. [**New Minor: Insights into Healthy Aging (Science)**](https://academicadmin.arizona.edu/sites/default/files/2024-08/Proposal_UG%20Minor%20Insights%20Healthy%20Aging.pdf) **presented by Ashley Jordan**
      1. The minor in Insights into Healthy Aging is designed to provide a hands-on approach to learning about the dynamic dimensions of the aging process, focusing on the biological, psychological, and social changes individuals face internally and within their larger cultural context. Courses feature innovative, interactive, and experiential learning opportunities for students, teaching the critical skills desired by employers that are beneficial in a wide range of careers, industries, and post- graduate studies in the fields of aging, psychology, medicine, and more.

**Q**: What are the internship opportunities?

**A**: in our department have an experiential learning coordinator and a whole center dedicated toward experiential learning. We have partnerships in place with several local entities within the Southern Arizona region, our coordinator for the program works extensively with people from Pima Council on Aging, for example, and she's been working with people in the city, and at different local hospitals, to place students already in internships. That's something that we hope will be able to continue to expand. It isn't required, because we don't think that we would have the capacity to do it in a required manner for all students but it's something that we want to encourage.

Allison Lee motioned to approve; Melissa Goldsmith seconded. Vote carried unanimously with 5 yeas, 0 nays, and 0 abstentions.

1. **Discussion Item**
   1. **Proposal Review Processes**
      1. A workflow chart has been created to describe how the process works. Majors have an additional preliminary proposal, then all proposals go to the department/s, college, and to the shared governance review committees. Academic administration is aiming for a 30-day review process, which also includes the 10-day review period. Should the Academic Programs Subcommittee consider recording the proposal presentations to share with other governance review bodies, such as U-CAAC and Faculty Senate? This could help other committees gain a better understanding of the thorough review this subcommittee is conducting and may answer some of the questions they may have about program proposals. Concerns were raised that such sharing could have a chilling effect and influence the questions APS members would ask. This topic will be brought to the undergraduate council for further discussion.
2. **Meeting Adjourned at 3:51pm.**