

**Undergraduate Council Meeting Minutes  
December 7, 2021**

**Voting Members Present:** Michelle Berry, Molly Bolger, Jennifer Church-Duran, Leslie Dennis, Jennifer Donahue, Melissa Goldsmith, Kelly Leslie, Shujuan Li, Todd Lutes, Holly Nelson, Lisa Rezende, Amber Rice, Caleb Simmons, Claudia Stanescu, Jordan-Isaiah Toyos, Joost Van Haren, Suzie Weisband

**Voting Members Absent:** Joan Curry, Sydney Mathis, Moe Momayez, Rich Vaillancourt

**Non-voting Members Present:** Roxie Catts, Carmin Chan, Greg Heileman, Melanie Madden, Liz Sandoval, Abbie Sorg, Alex Underwood, Fred Lewis

**Faculty Senate Representative:** Caleb Simmons

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- I. Molly called the meeting to order at 3:32pm
- II. Approval of Minutes from the UGC Meeting on November 9, 2021 – Molly Bolger, Chair

Leslie Dennis moved to approve the November Minutes; Lisa Rezende seconded the motion. The November Minutes were approved with 11 yeas and 1 abstention.

III. Reports:

- A. Academic Administration Report - Greg Heileman, Vice Provost, Undergraduate Education

There are 45 General Education courses ready for soft roll out in the Spring of 2022. UGEC is now meeting biweekly to consider the new courses.

Working with AZ Transfer to address transferability problems, specifically for community college students. Community Colleges are looking to revise AGEC to make it simpler for students; looking at general education requirements in order align them more accurately with what was proposed by ABOR.

Susan Miller-Cochran and the general education team is launching a faculty advisory committee for the assessment that is required by ABOR. Something new in the general education core is the requirement for statewide assessments focusing on critical thinking, civic knowledge, quantitative reasoning and written communication. Susan will be reaching out early next semester for committee roles if anyone is or knows someone who would be interested. Committee will meet to discuss what the assessment will look like.

A Student Success conference is being hosted on February 21<sup>st</sup>. George Kuh will be giving a keynote on high impact practices and general education. Looking to put a statewide meeting together for the afternoon as the morning will be UA community only. The afternoon portion would include people from the other universities as well as community colleges. Discussion will focus on statewide general education issues as well as what unified assessments will look like. Reach out to Christine Salveson if you have anything you'd be interested in presenting regarding student success.

## Questions

Will we be able to get more details on curriculum, different units, possible sticking points, etc. in the future? Can we get a general idea of the big picture goals? Yes, a team including Alex and Liz are meeting with UCAAC Associate Deans to get the faculty to critically look at their curriculum as well as determining the day they would need to do their analysis. Offered to set up time to go over the tools used to analyze the curriculum and why it matters. January meeting will have more information.

### B. Distance, Online, Continuing Education Report – Carmin Chan, Director, Online Student Success

Arizona Online and Near You Network

Arizona Online – Headcounts as of 12/3/2021: A total of 4,523 students enrolled (46.92% of current Arizona Online Student Population). 678 students expect to graduate in Fall or Winter 2021 and are not reflected in the eligible to enroll Spring 2022 numbers. Winter session enrollment is being offered after historically being restricted for many years. Winter 2021 headcount is up to 207 students out of an expected 300. Expecting to see an increase of enrollment as finals and the semester ends. Graduate student population moving quicker to enroll than Undergraduate students.

DIST and UAS – Headcounts as of 12/3/2021: Across the network, 590 are enrolled; 431 are unenrolled (59% enrolled). 139 students are expected to graduate in Fall 2021 and are therefore not reflected in the eligible to enroll in Spring 2022 numbers.

Age of Empires IV (Microsoft) Collaboration: Embedded content developed in partnership with Paul Milliman and Allison Futrell, from the College of Social and Behavioral Science is available to be completed in-game by players. Those who do complete the content will have an opportunity to then take an assessment paired with the content for an opportunity at earning a credit toward the University of Arizona. Paul Milliman is currently developing a course that acts as a follow up to the content within the game and the assessment. This course will be launching in Spring of 2022. Age of Empires IV has a player base of approximately 2 million individuals.

### Questions/Comments:

There's been difficulty getting students into winter session, seems like the students are struggling with enrollment on their end. Carmin Chan offered to follow up and meet with any departments experiencing this.

Regarding faculty teaching Arizona Online: There is confusion among faculty on the process for students to enroll to become preceptors and participate in independent studies. With students making inquiries, faculty doesn't feel like they have the correct information to help these students with. Carmin Chan offered to share examples of what preceptor contracts in other courses look like to help staff familiarize themselves with the process.

How many programs do we have? Where do we have online programs? Where don't we? An update will be given next month. In general terms, there has been a lot of growth in STEM programs (ex. Biology degree in the College of Science). At the same

time, challenges currently include trying to find ways to introduce lab type courses to an online environment.

- C. Advising Resource Center/ Advising Community Report – Roxie Catts, Director  
This time of the year is stressful for everyone. After speaking with advisors casually, advisors feel as if students are having difficulty transitioning into in-person classes after working primarily online. As the surgeon general has stated, mental health should always be prioritized.

Roxie Catts says goodbye as this will be her last meeting.

- D. Registrar's Report - Alex Underwood, Registrar  
Overall headcount for Spring 2022 is over 36,000 students, this includes 29,103 undergraduate students. Grades are due by the end of Monday, December 20<sup>th</sup>. Academic Eligibility Standing on undergraduate students will be run on December 27<sup>th</sup>. Priority deadline for students to appeal academic standing is January 7<sup>th</sup>.

- E. University-wide General Education Committee Report – Joan Curry, UWGEC Chair  
No report was made as Joan was absent from the meeting.

- F. Subcommittees:

1. Academic Programs Subcommittee report on October 26, 2021 – Suzie Weisband, Chair  
Modifications made to a minor in Astrobiology, added a new course and removed an older one. Trying to encourage students to take astrobiology by adding a tier course. Just reduced units from 18 to 15.

Modification in retailing and consumer science minor were similar. Trying to streamline course work so that students can graduate in 4 years. Adding in more retailing courses, removing others. No issues with the modification. Adding a required 6 units instead of 7. Would have a choice of 3 upper division electives that were not available before. Generally trying to update the courses for modern times.

BA in Applied Humanities added new emphases in Medicine and in Plant Sciences; wanted to make inroads into the College of Humanities and open the field up more for people who are not going into medicine. Survey was conducted and many people were interested. Little to no impact on the major and is being added as a subspeciality. Faculty is available to teach. In Plant Sciences, they will be adding a course on the science of cannabis.

2. Curriculum & Policies Subcommittee Report on October 26, 2021 – Claudia Stanescu, Chair  
Two proposals that are part of the agenda that are going to be discussed. Items include Class attendance and participation amendment and the choice of catalogue amendment.

- G. UGC Report – Molly Bolger, Chair  
Nothing to report.

IV. Consent Agenda Items – Suzie Weisband, Chair

- A. Modification to UG Minor in Astrobiology (CALS)
- B. Modification to BS in Retailing and Consumer Science (CALS)
- C. Modification to UG Minor in Retailing and Consumer Science (CALS)
- D. New Emphasis in BA in Applied Humanities: Emphasis in Medicine (COH)
- E. New Emphasis in BA in Applied Humanities, Emphasis in Plant Studies (COH)

Caleb motioned to approve the Consent agenda. Motion carried.

V. Items for Discussion and Vote:

- A. Curriculum & Policies Subcommittee – Claudia Stanescu, Chair

- 1. Class Attendance and Participation Amendment

Discussed over two meetings. One amongst themselves and then with the Dean of Students. Spoke with Chrissy Lieberman who answered their questions to satisfaction. Proposal was passed with modifications. Concerns that came up and were addressed included “we will work with students to provide means to participate in or view lectures”. General idea is to address these issues in the letter that is sent to faculty. Though some items may not be explicit in policy, the Dean of Students plans to work with faculty to advise on how to follow policy with whatever the circumstances may be.

Included in the letter is a statement, “If the nature of the course and or the amount of work missed precludes them from being able to complete your course successfully, please discuss this with the student so that they may consider the option of withdrawal from the course or course incompleting”. This provides flexibility for faculty along with an additional policy stating that it does not grant automatic extension of due dates or rescheduling exams, which explicitly prevents faculty from any having any responsibility over a student missing too much content or an important date in the course.

Administrative Drop was removed from this policy and will be housed elsewhere. This policy is primarily focused on attendance and participation as well as the Dean of Students committing to supporting faculty in terms of checking documentation and not running into a HIPAA issue faculty would need to deal with.

Suzie Weisband adds that the University has had difficulty getting students to attend classes. Mostly in the fall, it has been difficult getting students to attend class. Students performed much better over zoom. Some students have stated that they are working during class. Some of it involves students who are sick or have a positive COVID-19 test. Most cases result in the individual’s grade and team grade being affected.

Caleb Simmons addressed Suzie Weisband’s concerns stating that the goal of the policy was to make it flexible for instructors to make decisions about make up

work, while also giving safeguards to students if they are not able to attend class. This was meant to address the variability in empathy for students between instructors while also allowing instructors to have discretion if work cannot be made up.

Carmin Chan addressed an earlier question by Todd regarding the confusion over drop dates and states that it is problematic having a drop date policy with listed deadlines as there are variables depending on the length of what term the individual is currently in. This specifically pertains to Dean's excuses which are long term.

Todd Lutes motioned for approval; Caleb Simmons seconded. Motion carried.

2. Choice of Catalogue Amendment

This amendment will clean up the language and make it less confusing. It is meant to help it be clearer to interpret for students, faculty, etc. The policy is not changing but is simply being reworded to be easier to understand.

Todd Lutes motioned for approval, Motion carried.

VI. Meeting Adjourned at 4:21pm

*Respectfully prepared by Frederick Lewis*