**Undergraduate Council Meeting Minutes**

**November 10, 2020**

**Voting Members Present**: Fabian Alfie, Molly Bolger, Joan Curry, Leslie Dennis, Neel Ghosh, Melissa Goldsmith, Jack Haskins, Kelly Leslie, Shujuan Li, Todd Lutes, Moe Momayez, Holly Nelson, David Ortiz, Gil Ribak, Amber Rice, Cameron Rua Smith, Anthony Sanchez, Jennifer Schnellmann, Claudia Stanescu, Joost Van Haren, Suzie Weisband

**Non-voting Members Present**: Stephanie Carlson, Roxie Catts, Greg Heileman, Abbie Sorg, Alex Underwood, Craig Wilson

1. **Welcome and Introductions**

Neel Ghosh called the meeting to order at 3:33pm. A quorum was established with 17 voting members.

1. **Approval of minutes**

Minutes were approved as presented. Approved with 12 yes votes, there were two abstentions, based on the number of voting participants.

1. **Reports**:
   1. **Academic Administration Report** – Greg Heileman
      1. Passed along a few changes with ABOR;
         1. Changes to terminology related to General Education
            1. From: “Specifies rubrics”
            2. To: “A robust set of assessment instruments”

This information can be found at the ABOR website

* + - 1. New Enterprise Metric Targets
         1. Graduation rates
      2. Campus/Locations outside the State (either Domestic or International, specifically MicroCampuses)
      3. Adding a new Program to an existing Campus/Location will have a time limit for State Institutions to approve or it is a default approved.
      4. Will need to maintain a list of all programs and the campus(es) they are offered

DISCUSSION: From within the institution it has been rumored ASU is driving this approval requirement for adding programs to locations they have a strong health presence to prevent others from entering that market. UA pushes back vigorously, especially where we have a presence, specifically the Biomedical Park. Greg stated this has to do with ABOR wanting to know where we are operating around the world.

* 1. **Academic Initiatives & Student Success Report** – Craig Wilson
     1. Completed and turned in the US News and World Report survey
        1. 1st time they have asked about specific degree programs at the baccalaureate level; Business and Psychology were added.
     2. Related to ABOR Metrics; working with state institutions to establish time to degree, graduation, etc for Online students. Traditional metrics aren’t the best fit for the demographic of this student population.
     3. Completed the SARA Agreement application. Decisions will be made by January.
  2. **Advising Resource Center/ Advising Community Report** – Roxie Catts
     1. 2nd meeting of the Student Data Group- Retention specialist
        1. Proactively of contacting students who Math placement exam getting ready to expire.

DISCUSSION: What are the big advising issues currently? Mental wellbeing, attempting to be very proactive support for students. Advisors have been granted access to D2L log in activity in a Strategic Advising Dashboard.

What are advisors saying about Spring 2021 registration/returning? Not much, most people are settled in with the various modality offerings. But it’s too early to really have a good feel for next semester.

Concerns regarding Zoom sessions not being taught in the same manner as a normal in person classes; some Zoom classes are just Q&As, that the student should learn the material, on their own, prior to class. In a traditional class the topic is actually taught. Some students feel they have learned the topic and just stop going to class. This will be brought up to Lisa Elfring to be brought to Faculties’ attention. Especially a concern for underclassmen. Students are more invisible than ever before, encouraged students to contact to work with faculty to find solutions. More transparency to the students, what faculty are going through as well.

There’s a Pass/Fall petition signed by over 10,000 students to bring this option back. The Provost has responded to the students organizing this petition – it will not be reinstated.

Researching the ability to annotate transcripts to note “This Term was completed under COVID Pandemic Conditions.”

* 1. **Registrar’s Report** – Alex Underwood
     1. Implementation of the ‘W’ policy that has been approved, the suspension of the 18 unit cap, two impacts – This will be retroactive to Summer 2020.
        1. Undergraduate students that have previously earned 18 units of ‘W’, can now individually course withdrawal from any class
        2. Any course a student withdrawals from will not count towards the 18 unit cap, if an when that is implemented again.
     2. Registration opened on Monday, November 9th. All courses have been adjusted based on the phased reentry class size.
        1. As of this meeting there were 7464 undergrad students enrolled for Spring 2021. The next group of priority registration eligible students will begin Thursday, 11/12.

Discussion:

The Registrar’s web site will be the Term specific site with the most up to date information related to modality.

**Q**: Can faculty change the selected modality at any point? That they were advised to select Flex modality and reserve a room.

**A**: At this point, if faculty want to change modality, the original section would have to be cancelled and a new section would need to be created. In the best interest of the student, modality is essential frozen at this point. Students were concerned modality changes would be made midway. The goal is to minimize any changes once students have enrolled. However, modality can change, but those changes will be made in the best interest of the students. At this point, Spring Term will start in Phase 2 (up to 50 people in person), but will be evaluated based on specific public health metrics.

* 1. **University-wide General Education Committee Report** – Joan Curry, Chair
     1. Meeting every two weeks with the GenEd refresh group. They are at the stage of working out the policies; old and new. UWGEC will approve 1st, then to Curriculum/Policy Subcommittee, then to UGC once ready.
  2. **Academic Programs Subcommittee Report** - Fabian Alfie, Chair
     1. Four Certificates and a consent agenda item were approved.
  3. **Curriculum & Policies Subcommittee Report** – Molly Bolger, Chair
     1. Two policies; One approved conditionally with a few changes. Both are on the agenda today.
  4. **UGC Report** – Neel Ghosh, UGC Chair
     1. Acknowledged the strong support and thanked everyone for responding to the requested emergency email vote regarding the change to the Withdrawal date.

1. **Consent Agenda**
   1. Academic Programs Subcommittee – Fabian Alfie
      1. Modification of BS Neuroscience and Cognitive Science, College of Science;   
         NOTE: Unanimously approved in Subcommittee. The proposal is to remove some pre-major requirements.   
         - No discussion requested - Passed with 20 yes votes.
      2. New Items:
         1. Certificate in Cyber Defense, College of Applied Science and Technology
         2. Certificate in Information Warfare, College of Applied Science and Technology
         3. Certificate in Security Computing, College of Applied Science and Technology

* Vote all three of the above Certificates passed with 20 yes votes.
  + - 1. Certificate in One Health, College of Public Health

Requested to remove this Certificate from the Consent Agenda cumulative vote.

Discussion:

* To earn this certificate the upper division courses require prerequisites, why aren’t the prerequisites listed as part of the courses? Discussed that 12 is not the maximum or limit for certificates, it could list more, which would include the prerequisites.
* This topic has been discussed related to who the intended student population is. Certificates are give students added knowledge in a specific area of expertise. In most cases they are in a related area or degree and would have had to have already taken those prerequisites.
* Passed with 20 yes votes.

1. **Items for Discussion and Vote**:
   1. Curriculum & Policies Subcommittee – Molly Bolger
      1. Undergraduate Certificate Policy Amendment, submitted by Curricular Affairs
         1. The intent of the number of units that can be used for double dipping (6 units) was based on a 12 unit certificate. The proposal is to set the policy at 50% of total units can be used, to accommodate those larger certificates.
         2. Any change to an approved certificate will be approved by the various committees change it to substantial changes (20% of the courses).

* Passed with 20 yes votes.
  + 1. Undergraduate Syllabus Template Title IX Amendment, submitted by Division of Equity, Inclusion & Title IX
       1. Update language related to Title IX in the syllabus template.

Discussion:

**Q**: Is there a better way to relay this information, this adds to the overall length to the syllabus.

**A**: This language is an improvement; better description for the required language. The recommended language is about the same length, but is better stated. Per the students, they don’t read this in their syllabus, that it’s more for faculties information. This information is to cover the legal requirements the UA must meet.

**Q**: Is there a better way to ensure links don’t change term over term.

**A**: Academic Affairs web site maintains a page with these links can be used to reduce the length of the syllabus and the issue of broken links from old material.

* Passed with 20 yes votes.

1. **Meeting Adjournment**

Meeting adjourned at 4:47pm

*Respectfully prepared by Cindy Williams*