

**Undergraduate Council Meeting Minutes
December 8, 2020**

Voting Members Present: Fabian Alfie, Joan Curry, Leslie Dennis, Neel Ghosh, Melissa Goldsmith, Jack Haskins, Shujuan Li, Todd Lutes, Holly Nelson, Amber Rice, Cameron Rua Smith, Anthony Sanchez, Claudia Stanescu, Suzie Weisband

Voting Members Absent: Molly Bolger, Kelly Leslie, Moe Momayez, David Ortiz, Gil Ribak, Jennifer Schnellmann, Joost Van Haren

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

I. Call to Order

- A. Neel Ghosh called the meeting to order at 3:34pm. A quorum was established with 12 voting members present, two more arrived after the November Minutes were approved, total 14 voting member present.

II. Approval of minutes

- A. The minutes were approved with 11 yes votes, and 1 abstention based on the number of voting members.

III. Reports:

A. **Academic Administration Report** – Greg Heileman

1. Liesl is restructuring CAAC, the administrator side of Program Approvals, into an Undergraduate and Graduate Committee. Greg will chair the Undergraduate Education portion, which will include Gen Ed. CAAC will continue to work closely with UGC.
2. Spring 2021, campus will return with weekly student COVID testing. Discussion with students to create an incentive to encourage active participation and sanction if you don't.

Discussion:

At Faculty Senate; the Task Force is recommending everyone and anyone entering campus (faculty, students, and staff) should be tested weekly. The push back discussed for students would be that they lose access to the WiFi. The concern was the risk to underprivileged students that can't afford paying for WiFi via hot spots or other means. The other would be your password would immediately expire and wouldn't be reinstated until the test is completed.

- Discussions around other penalties and incentives were made. It was requested that if anyone had any other thoughts or suggestions to email them to Greg, who will forward them to Jane Hunter. She is presenting these discussions to campus.

B. **Academic Initiatives & Student Success Report** – Craig Wilson

1. Completed and submitted all the data to US News and World Report survey. We expect to hear back in January.
2. Also, complete the AZ SARA application. Allows us to offer our Online programs to students outside the state of AZ.
3. AZ Online is partnering with UA Navel Community College to provide online programs, as a pilot to about 150 active-duty Marines & Sailors. If successful, we

expect this partnership to grow. College of Applied Sciences & Technology is the primary college, besides AZ Online, supporting this pilot.

4. Applications & Programs

- a) AZ Online, applications are up compared to last year, about 3 fold:
 - (1) Top Undergrad programs; Nutritional Science, Law, Psychology, Business Administration, and Electrical & Computer Engineering.
 - (2) Top Graduate programs; PhD in Education Leadership, Nutrition, Legal Studies, International Securities Studies, and Public Health.
- b) Distance:
 - (1) Applications are up from last year as well.
- c) These are exciting trends.

Questions

- Regarding the US News & World Report rankings:
 - o What makes the rankings go up or down? There's about 200 questions, everything from student experience, to faculty make-up, sizes of classes, this year specific Undergrad Programs (Psychology & Business) were questioned, plus other questions.
 - o Last year we moved up to 11th. This year, we've added more faculty and faculty with terminal degrees, which have weight with the report and the ranking. Hoping we'll continue to trend up the ranking.
- Wanted to know if these ranks are for the Institution as a whole or just AZ Online?
 - o It's for AZ Online only.

C. **Advising Resource Center/ Advising Community Report** – Roxie Catts

This report was submitted to Neel to present;

- 1. Advisors are diligently working to contact students to register for next semester if they haven't already. And to help any student that is struggling with the end of the semester.

D. **Registrar's Report** – Alex Underwood

- 1. Things are progressing as expected.
- 2. This is the first term the new Eligibility Policy is in effect, which was passed in Fall 2019. The Registrar's is working with partners across campus to ensure we are ready for the appeals. Strongly requesting grades are submitted on time this Term. Academic Standing will be calculated over closure.
- 3. Spring enrollment is ongoing, as of this meeting over 27,000 undergraduate students have enrolled.
- 4. There will be a Class Schedulers Webinar next Wednesday, 12/16/2020 at 10:00am, for the Fall 2021 class schedule, which needs to be submitted in January 2021. This training will be recorded and posted on the Registrar's website.
 - a) The Fall 2021 class schedule will be planned the same way as Fall 2019 as opposed to the Fall 2020 schedule. Planning for increased in person classrooms, but will have a fall back plan if needed. The plan is to publish the Class Schedule by March 1, 2021 to allow for registration in early April.
 - b) Classroom size is being evaluated with a goal to try and increase space around each student, by adjusting class capacity for the room.

5. The realignment with the Office of the Registrar's and Curricular Affairs is pretty much resolved at this point. Announced that Abbie Sorg is now an Assistant Registrar. And he thanked Stephanie for all her hard work and wished her well in her next role.
- E. **University-wide General Education Committee Report** – Joan Curry, Chair
1. Continuing to meet. Target is to have a proposal/policy to the Curriculum & Policy Subcommittee by the first meeting in the Spring.
- F. **Academic Programs Subcommittee Report** - Fabian Alfie, Chair
1. Very productive meeting. Approved 7 modifications/minor/certificates, all, but one, are on the consent agenda today. The only one that isn't will be discussed under "Items for Discussion & Vote".
- G. **Curriculum & Policies Subcommittee Report** – Molly Bolger, Chair
1. No report.
- H. **UGC Report** – Neel Ghosh, UGC Chair
1. Thanked Stephanie Carlson for her hard work. He announced that she has taken a new position in Computer Science.
 2. All items UGC brought to Faculty Senate were on consent Agenda and approved. Neel encouraged the committee members to diligently review the proposals brought forth and ask questions, that the committees/councils through the remainder of the approval flow are basically rubber stamping approvals.
 3. Announced and thanked Suzie for filling in on behalf of Fabian for the Spring semester as the Programs Chair. Fabian has a teaching conflict next semester and won't be able to participate in these meetings.

IV. **Consent Agenda**

- A. Academic Programs Subcommittee – Fabian Alfie
1. Modification of BA in Food Studies, College of Social and Behavioral Sciences
 2. Modification of Minor in Food Studies, College of Social and Behavioral Sciences
 3. Minor in Asian Pacific American Studies, College of Humanities
 4. Minor in One Health, College of Public Health
 5. Emphasis: BS in Public Health, One Health Emphasis, College of Public Health
 6. Certificate in Didactic Program in Dietetics, College of Agriculture and Life

Passed with 13 yes votes

V. **Items for Discussion and Vote:**

- A. Curriculum & Policies Subcommittee – Abbie Sorg & Neel Ghosh
1. Changes to Curricular Requirements policy proposal, submitted by Curricular Affairs

This defines what's a substantial change and puts into writing what has been in practice, relating back to the Undergraduate Certificate Policy.

Passed with 13 yes votes.

- B. Academic Programs Subcommittee— Fabian Alfie

1. New Action Items

- a) Certificate in Cloud Computing, College of Applied Science and Technology

Discussion:

At the Subcommittee meeting the discussion revolved around could this specific topic become problematic if a large player in this market want to pay for their employees to earn this certificate. Could that influence the academic integrity. It was ultimately decided that the topic is very good and timely. It just needs to be monitored and the college needs to be aware of any potential influence or bias.

Ultimately the concern is that in the future these kinds of programs could be influenced by big corporations sponsoring it.

The proposal did pass subcommittee unanimously.

Passed with 13 yes votes

VI. **Meeting Adjournment**

Meeting adjourned at 4:20pm

Respectfully prepared by Cindy Williams