**Undergraduate Council Meeting Minutes**

**December 10, 2019**

**Voting Members Present**: Bennett Adamson, Fabian Alfie, Molly Bolger, Joan Curry, Leslie Dennis, Kirk Dimond, Brennen Feder, Neel Ghosh, Melissa Goldsmith, Kelly Leslie, Todd Lutes, Moe Momayez, Holly Nelson, David Ortiz, Anthony Sanchez, Claudia Stanescu, Joost Van Haren, and Amy Kimme Hea

**Voting Members Absent**: Amy Kimme Hea, Jennifer Schnellman, Joost Van Haren, Suzie Weisband

**Non-voting Members Present**: Joel Hauff, Greg Heileman, Martin Marquez, Abbie Sorg, Alex Underwood

1. **Welcome and Introductions**

Neel Ghosh called the meeting to order at 3:35pm. A quorum was established with 17 voting members.

1. **Approval of minutes**

Minutes were approved as presented. David Ortiz motioned, and Claudia Stanescu seconded. There was one abstention.

1. **Reports**:
2. **Academic Administration Report** – Greg Heileman, Associate Vice Provost for Academic Administration   
   Working on a more streamlined program approval process and meeting with various stakeholders. IN the next few weeks, there will be proposals for review and comment. The Provost would like the approval done in 30 days so focusing on where time is spent in the process as it currently stands and how it can be more efficient. A question was asked about where the clock starts? The clock would start from the point the college gives their approval.
3. **Academic Initiatives & Student Success Report** – Joel Hauff, Associate Vice President, Academic Initiatives - Student Success and Executive Director, Online and Distance Education Administration  
   Received various requests for the waiver of foreign language requirement. Have had two formal requests and a third coming up.   
   Retiring from the university after 25 years. Done on December 31. Moving to the private sector. There is a search for a new Vice President for Online and Distance Education. Previously had opened a search and hired Sarah Weiland who was hired to be Vice Provost to support the Distance Education portion. Best case is that a replacement will be found by May.

We did hit our undergraduate enrollment goal for the fall. Had 2137 students at census date for AZOnline. Normally would hit goal for spring and summer. This year there was a big push to accelerate marketing. Next year goal is 2888 and well on track. On graduate end, missed goal by about 100 students. First year, did not hit goal with graduate online. Most likely due to change in personnel in grad college. Working with 27 programs to onboard anywhere between summer and spring of 2021. Adding new capacity with new cohorts and new populations.

Partnership with Guild Education Services launched in session II of fall. Guild is an OPM, one of the cases where it made sense to go with third party because they have strong relationships with Fortune 500 companies. At one point, were engaged in discussion with COSTCO to discuss partnership but came back and said they could not do it with only one institution. Afraid of bankrupting the University if they decided to pull out three years later. Discussed the potential of creating partnerships with other educational institutions to partner with as an alternative. Did launch a partnership with Disney, the Aspire program. It is only for their hourly employees, they cover all costs-admission fees, books, etc. They are not limited to catalog at all. Enrolled 44 students for fall and expect to enroll 50-60 new students for spring. Will be onboarding Chipotle in Spring II, limiting it only with distance degrees. Every partner decides what their willing to pay. In Summer II will be onboarding Discover.

The average student in Online programs take an average of 22 units a year or one course per session. Usually already halfway through their courses when they start online. The graduate student is a little different, getting 21-22 units a year and finishing within 15-18 months. Retention rate went up by 5% points. This will help with rankings.

1. **Advising Resource Center/ Advising Community Report** – No report
2. **Registrar’s Report** – Alex Underwood, Registrar  
   Academic eligibility policy that was approved last term is being implemented. Excited to do a new type of academic standing for fall and to help with retention.
3. **University-wide General Education Committee Report** – No report
4. **Academic Programs Subcommittee Report** - Fabian Alfie, Chair

Had big consent agenda and many action items. Approved four action items that will present today as well.

1. **Curriculum & Policies Subcommittee Report** – Molly Bolger, Chair

Nothing to add to agenda today. Looked at process of course and program approvals. There was a lot of interesting information from Abbie and Martin on what the approval process looks like. Alex, University Registrar gave numbers and helped to figure out some answers to questions. There are no policies that the subcommittee needs to deal with currently.

1. **UGC Report** – Neel Ghosh, UGC Chair

As far as faculty senate was concerned, there was discussion about foreign exams. There was concern about details in the study abroad program.

1. **Consent Agenda**
   1. Academic Programs Subcomittee – Fabian Alfie
2. Pre-major creation: BS in Nutritional Sciences
3. Disestablishment: Thematic Minor, Educational Technology Emphasis
4. Modification: Public Relations Minor
5. Modification: BArch in Architecture
6. Modification: Environmental Science Minor
7. Modification: Soil and Water Science Minor
8. Modifications: BS in Sustainable Plant Systems Core, Controlled Environment Agriculture Emphasis, Fresh Produce Safety Emphasis, Agronomy Emphasis
9. Ownership update: include Biosystems Engineering as co-owner of BS in Sustainable Plant Systems
10. Ownership transfer: BS in Elementary Education from CAST to College of Education
11. Modification: BS in Ecology and Evolutionary Biology and BS in Biology Math Strand
12. Modification: BS in Family Studies and Human Development

Approved all unanimously in subcommittee.

Discussion:

1. Pulled out Architecture due to their request that the second language requirement be waived. This should be in Joan’s purview via UWGEC. Reducing their units from 178 to 165. Modifications on the curriculum can be approved but not the second language requirement. Complete approval would be contingent upon UWGEC approving the request to waive that specific requirement and it could be that UWGEC will not.

Kelly Leslie motioned for approval of the majority items (exception: Architecture) on consent agenda. Seconded by David Ortiz. Approved with 14 votes.

Modification for Architecture was approved. Molly Bolger motioned for approval. Kirk Dimond seconded.

1. **Items for Discussion and Vote:**
   1. Academic Programs Subcomittee – Fabian Alfie
2. Emphasis request: BA in Applied Humanities, Rural Leadership and Renewal Emphasis presented by Judd Ruggill

This proposal is a collaboration of several departments. We are a large land grant institution in a rural state, and we have no rural studies which is super common in large land grant areas. Student interest was great. There was good buy in from faculty. Met with AIS department. Originally there was no language in the proposal but after meeting with them, they agreed to add language about double major possibilities.

Fabian Alfie motioned for approval. Wendy Davis seconded. Approved by 14 votes.

1. Undergraduate Minor in Criminology presented by Dan Martinez, Assistant Professor in Sociology  
   Proposal from the School of Sociology. Looking forward to working with History, Latin American Studies, Psychology, and SGPP. Focuses on root causes of criminal and deviant behavior as well as the role that social institutions and structural inequality play in criminal offending. It will compliment existing majors in SGPP rather than competing with it. Does not require building new courses but rather existing ones. Formalizes efforts already being made on campus. There is strong interest and support from students on campus showing interest in this type of minor. Estimating by first year, expecting 150-175 minors because of strong demand.

Discussion:

* There are upper level courses required, typically 9 units.

David Ortiz motioned for approval. Kirk Dimond Seconded. The motion was approved with 14 votes.

1. Emphasis request: BS in Sustainable Plant Systems, Urban Horticulture Emphasis (includes disestablishment of Environmental Horticulture Emphasis)

No presentation done. Not necessary.

Todd Lutes motioned to approve. Kelly Leslie seconded. The motion was approved with 14 votes.

1. Emphasis request: BS in Veterinary Sciences, Applied Animal Behavior Emphasis (includes creation of General Emphasis) presented by Professor in ACBS

Last couple years of animal behavior courses has brought to light a strong interest in behavior topic. There are very few vet schools that offer behavior programs across the country. This will make our vet science majors look even better with the emphasis. The core remains the same in the major. Instead of 11 electives within the vet science major, students would be prescribed behavior courses instead.

Todd Lutes motioned to approve. Wendy Davis seconded the motion. The motion was approved with 15 votes.

1. **Meeting Adjournment**

Meeting adjourned at 4:23 pm

*Respectfully prepared by Liz Sandoval*