**Undergraduate Council Meeting Minutes**

**April 14, 2020**

**Voting Members Present (via Zoom)**: Fabian Alfie, Neel Ghosh, David Graizbord, David Ortiz, Claudia Stanescu, Wendy Davis, Suzanne Weisband, Melissa G., Todd Lutes, Holly Nelson, Leslie Dennis, Joan Curry, Kirk Dimond, Kelly Leslie, Anthony Sanchez, Joost Vanharen, Brennen Feder, Richard Vaillancourt, Molly Bolger

**Voting Members Absent**: Bennett Adamson, Moe Momayez

**Non-voting Members Present**: Abbie Sorg, Alex Underwood, Larry Head, Liz Sandoval, Roxie Catts, Sarah Weiland, Stephanie Carlson

1. **Welcome and Introductions**

Neel Ghosh called the meeting to order at 3:31 p.m. A quorum was established with 19 voting members.

1. **Approval of minutes**

Minutes were approved as presented. Chair, Neel Ghosh motioned, the motion was seconded and passed with 2 abstentions.

1. **Reports**:
2. **Academic Administration Report** – Greg Heileman, Associate Vice Provost for Academic Affairs  
   There is increased discussion on how we move forward. There has been a decision to offer two modalities this summer: remote and online. The difference being synchronous v. asynchronous. Alex Underwood, Registrar, added that remote does not require a synchronous meeting; these were courses that were planned to be hybrid or face to face. They do offer the option to do fully online engagement or synchronous meetings. This is done to avoid the icourse fee for students. The decision for summer II has not been made and how we will approach fall has not been made. A decision will be made by May 1st; two months before the session begins. The second part is that we are accepting P/F for this term only, allowing it to count towards requirements and satisfying prerequisites. Also looking at allowing a grade of P/F for future transfer students. There has been some discussion on what Pass means for other institutions. Our transfer policy already outlines that a C- or better is transferrable so this exception would be for a pass to count regardless of how the University or other institution defines their P/F, credit/no credit, satisfactory/unsatisfactory grading basis. Our university designates a D as Passing for undergraduates and C for graduate students. Discussion and votes are being sought on in state transfer policy.   
   The discussion outlined that there should be a Provost message sent explaining that this is not up to the faculty, it is a choice student’s have between themselves and the Registrar. Students do have to select P/F before the deadline and faculty will see the grading basis on their grade rosters. Messaging will be sent that an E grade will not be an option for those students that choose this option. Medical schools will not accept the P/F grading scheme unless it was the only option available to students. Students will be able to do a petition to apply this retroactively.

Claudia Stanescu motioned for the P/F grading scheme to be accepted for this semester only for those students that opt in. Brennan Feder seconded. Motion passed with majority vote.

1. **Academic Initiatives & Student Success Report** – Sarah Weiland,  
   Submitted a proposal/notification to ABOR’s Academic Council to move one of the Eller MBA programs from Phoenix Biomedical campus to Chandler. One of the programs that is offered at PBC focuses on technology so makes sense to align programs in the same general area and industry to locations. There are two programs being offered at the Biomedical Campus in Phoenix and the tech focused one is moving to Chandler.   
   Working on the approval process to have our Center for Outreach and Collaboration in DC accredited with the DC licensure commission which has a different approval process than other states. This will allow our internship and fellowship programs house students at that center to teach classes for a semester in the nation’s capital.   
   Remote modality comment: with the distance network it is important to communicate with faculty that the Registrar be allowed to switch the modality as opposed to the faculty or department changing the modality on their own, partly because of the icourse fee but also for certifying VA benefits because they do get a housing allowance for being able to show that the course was offered in person. We have a 30-40% military connected population in this distance network. Did an analysis during the 1st week of priority enrollment. 10% fewer enrolled in the first week in the statewide locations. Students may not be making decisions as quickly as in the past. It is not a significant decline and will continue to see what that looks like across campuses. Distance is tracking this and doing outreach.   
   There was a question about resources to students. Staff that are in the office, have reported that students are utilizing Wi-Fi on physical campus sites. Also have a laptop loaner program and have loaned out majority of their laptops, far more than they usually do.
2. **AZOnline** – Larry HeadAlerted that Online campus is running out of seats for summer online sections so far ahead of normal enrollment. The RFIs generated last week for students to come on were up 25% above our projections so there is a lot of activity from students looking at considering online and even registering for classes. The departments have been great and opened new seats. But because of the timing it helps if they would just increase those in advance. Have asked all the departments doing ONLN courses to increase seats.
3. **Advising Resource Center/ Advising Community Report** – Roxie Catts  
   There is a lot of activity going on in advising now. Priority registration started last week. There have been a lot of creative things going on that I am aware of and I am sure others are not even aware of. Like virtual chat rooms, A Center is doing a Friday afternoon game being attended by students. Advisors are really doing all that they can to engage with students. There are always some interesting things that come from unnerving situations. We are picking up new ideas that we will not let go once we are back in our routine. I think this council should continue meeting on zoom. It is really kind of fun and good things are happening. The college advising directors, the UAAC group, normally were meeting twice a month are now meeting weekly. Summer plans for many students are falling apart-like internships being revoked. Advisors have said they plan to use summer as an opportunity to stay engaged with students. Advisors will have conversations with students regarding the P/F grading scale for those students in Math, English, Science, and Language classes and explain that they must have at least a C level understanding.
4. **Registrar’s Report** – Alex Underwood, Registrar  
   There is a FAQ about all these policy changes and adjustments for the spring semester on the Registrar’s website, have had about 16,000-page views. If there are things or questions, items that are not clear, please contact the Registrar’s Office. As of a second ago, 5,896 undergrads have enrolled for the summer term, 11,033 students enrolled for fall term. That is exciting!
5. **University-wide General Education Committee Report** – Joan Curry  
   UWGEC continuing to meet, nothing to report currently.
6. **Academic Programs Subcommittee Report** –Fabian Alfie, Chair of Academic Programs Subcommittee

APS met a few weeks ago and had full agenda. All items were unanimously approved and are on consent agenda today. There was a comment made by Honors College on the BS in Games and Behavior proposal that did not show any courses had an H for Honors coursework, also did not see any independent study or thesis credit with an H; was also wondering about new courses to be developed for next fall and how they plan to get that done. Fabian reports that they did address a staffing question in their proposal. All supported through the iSchool and had the support of their Dean to do that. Did not discuss the Honors specifically. Honors College representative stressed the need to do contracts and how much of a challenge that is for faculty. Chair, Neel Ghosh explained that predicting Honors enrollment is difficult until you know how many Honors students will be in your classes.

1. **Curriculum & Policies Subcommittee Report** – Claudia Stanescu for Molly Bolger, Chair  
   Had two policy revisions that were discussed two weeks ago. Roxie is here and would like to have her explain those when its time.
2. **UGC Report** – Neel Ghosh, UGC Chair

The graduate student teaching proposal passed at Faculty Senate. Last senate meeting was devoted to Liesl Folks, Betsy Cantwell and President Robbins talking to the university. Will have Abbie forward you the audio/discussion, fast forward in about 20 minutes and discussion includes concerns regarding summer, worries, and other issues. It is a continuing conversation regarding safety. Please stay engaged after semester is over in case we need to provide feedback from Provost and Vice Provost but there has been nothing more in regard to policy review for now.   
It is the last term for student representatives. Term is also over for Fabian, Wendy, Toddy, and Holly but are depending on you coming back once your Dean asks. Thank you for serving your terms and you are welcome back. Hopes to have Chair position for one more year.

1. **Consent Agenda** – Fabian Alfie
   1. Disestablishment: BS in Animal & Biomedical Industries
   2. BA in Studies of Global Media
   3. Certificate in Teaching English as a Global Language
   4. Emphasis: BA in Spanish, General Emphasis
   5. Emphasis: BS in Plant Sciences, 1) Plant Health Sciences Emphasis, 2) General Emphasis

Motion made to approve items made by Joost van Haren, Wendy Davis seconded. Motion approved with 19 votes. No abstentions.

* 1. BA in Games and Behavior
  2. BS in Game Design and Development

Joost van Haren motioned to approve with modification: as the programs start, please keep in mind honors enrollment, and develop methods to engage honors students beyond honors contracts. Ensure that honors versions of independent study courses are included as options in the program. Motion seconded by Wendy Davis. Motion passed with 19 votes.

1. **Items for Discussion and Vote:**
2. Curriculum and Policies Subcommittee— Molly Bolger
3. **Proposal to Revise 18-unit cap on Withdrawals Policy**Roxie explained there was a change to clarify setting the clock back to zero on the 18-unit cap for students that come back to the University to complete a second degree. It will not impact a wide number of students but helpful for those that do come back. The ask is to change it for when a student is a former alum, are returning for a second degree, the 18-unit cap would be reset.

Fabian Alfie motioned to approve; Claudia Stanescu seconded. Motion passed with 19 votes.

1. **Proposal to Revise 18-unit cap on Withdrawals Policy**First part focuses on filing window. The course must have already started and then relatively short deadline, students using GRO are often first-time students. The deadline is usually missed. It is currently the fourth week of the semester and asking to move it to the second W deadline which in a 16-week semester, it is the 10th week. This would allow advising to have happened and make students more aware.   
   The second ask would benefit students with a lot of 4- and 5-unit courses in their second year-perhaps language, science classes-so the change would be to drop the 10-unit cap and just make it 3 courses. The stretch would be that a student could GRO three language course but would expand the opportunity for students to benefit.

Neel Ghosh motioned to approve; Fabian Alfie seconded. Motion passed with 19 votes.

1. **Meeting Adjournment**

Meeting adjourned at 4:33 pm

*Respectfully prepared by Liz Sandoval*