

**Minutes**  
**Undergraduate Academic Affairs Subcommittee**  
**Thursday, February 9th, 2023**

**Members in Attendance:** L. Dorsey, Chair, E. Gockel-Blessing, S. Sell, E. Crowell, J. Rust, D. Pike., S. Steadman, J. Haugen., G. Barker, L. McLaughlin, S. Tyuse, M. Toups, J. Helton, M. Rozier.

**Absent:** T. Deshon

**Call to Order:** Dr. Dorsey called the meeting to order at 9:05 am.

**Approval of Minutes:**

Motion made by Laura McLaughlin to approve the minutes of the January 12<sup>th</sup>, 2023, meeting minutes with the suggested revisions and clarification(s) and seconded by Ellen Crowell all approved motion.

**New Business:**

Passed by the CAS FC on February 3, 2023

**Accelerated Bachelor's to Master's – Biology and Public Health:** Dr. Dorsey received an updated proposal with revised language around matriculation from biology into the accelerated public health curriculum

- *“If students earn a cumulative GPA <3.0 in MPH courses in year 4 (the minimum GPA for good academic standing in the MPH program), then they will not progress into year 5 of the accelerated program. In this situation, students will be offered the opportunity to apply to the traditional MPH program to begin that fall semester”.*

Some comments, questions and concerns from the committee were:

- *Under departmental policies and procedures for monitoring student progress, including continuation standards within the accelerated program it has students must maintain a 3.4 cumulative GPA each semester of senior year and meet all undergraduate requirements for graduation by the end of the 8<sup>th</sup> semester of collegiate study. These seem in contradiction to each other. The <3.0 is only for public health courses.*
- *They are taking public health courses and biology courses in their senior year.*

Motion made by Ellen Crowell to approve the Accelerated Bachelor's to Master's – Biology and Public Health and seconded by Scott Sell all approved motion. The program will be on the February CADD agenda.

Passed by the CAS FC on February 3, 2023

**Significant program change - concentration – Forensic Science:** The total number of hours that are changing are from 76 to 75 and they are creating 2 concentrations – criminalistic and a crime scene investigation concentrations. Currently, there are no concentrations. We do anticipate that there will be an increased interest from students who are double majoring or an interest in the crime scene investigation concentration because there are not many stand-alone programs.

Some comments, questions and concerns from the committee were:

- *Were there specific budgetary request for additional faculty of FTEs to carry out the changes that are in this proposal.*
- *In addition, are the faculty able to deliver the material with the FTE's now?*

There are conversations about this and as the major grows the need for additional FTE's might be requested. We can move forward with the vote, with the recommendation that the budgetary component is being explored further with the appropriate leaders.

Motion made by Scot Sell to approve the significant program change in Forensic Science and seconded by Elizabeth Gockel-Blessing all approved motion.

Passed by the CAS FC on February 3, 2023

Substantial program Change - International Studies: International Studies will change the language requirements for the major and will revise its regional focus requirements. This would be beneficial for the students so they can choose their option. International Studies plans to revise the focus into a single category of "world regions" and remove the regional separation of courses. International Studies proposes a new course ISTD4960 Capstone, which is a Seminar in International Studies.

Motion made by Father Michael Rozier to approve the significant program change in International Studies and seconded by Scott Sell. all approved motion.

#### **Informational Only:**

Dr. Lisa Dorsey reported the Micro-credentialing Policy was put forward with the minor language revisions from the UAAC meeting around clarity on the continuing education component. If you choose to triple count the content for all three areas of micro-credentialing the proposal would need to go through the appropriate governance bodies as outlined in each type of micro-credential. GAAC committee approved the language revisions put forth by UAAC.

We have modified of the current program proposal form; this form will be temporary until the University fully switches over to CourseLeaf. Jay will provide a word document form for those who would like to use now until it has been integrated into CourseLeaf.

#### **Policy Review:**

##### **Bachelor's Double Degree is now: Dual Degree**

There have been a few changes to the draft document.

- *The General Studies degree language was updated based on confirmation received from SPS that General Studies curriculum has become well defined.*

There was some discussion around whether keeping both the Bachelor of Arts and Bachelor of Science is appropriate. Recognized that adding another degree would likely add time to completion.

- *Sometimes faculty mentoring is required, so if they are pursuing dual degrees, do they have a primary and a secondary designation? For instance, if public health is the secondary designation and they have degree completion requirements associated with accreditation are they listed as primary. For the majors to be successful for the major accreditation body, the student needs to meet those requirements.*

- *So, my question would be does our system permit that to be done, regardless of whatever primary major designation is?*

Dr. Lisa Dorsey stated that the primary, secondary query that came up at the November UAAC sub-committee she has gone over all the points with some of the other Associate Provost and will bring this back to the group. The bottom line is that a major needs to be listed first, there is no ranking to the order. They used to be ranked according to which core a student was responsible for completing. She hasn't received any language as to accreditation barriers around whether a major is primary or secondary and welcomes submission of the language. In the end a student should still be able to meet the major requirements. With regard to the faculty mentoring piece, I am not sure how that would be limited by listing primary and secondary.

- *The question is less about curriculum, it is more about the underlying technology or infrastructure that permits them to apply requirements regardless of the primary or secondary major designation.*
- *The query is can we put restrictions on major requirements based whether it's primary or secondary? Faculty mentoring is a requirement of one major and not the other and if the student is not following through the faculty mentoring could there be a restriction on completion?*
- *Regarding the 3<sup>rd</sup> bullet point how does that work from financial aid perspective. The government will not fund you indefinitely. If I meet the requirements of my BA, however, I am still pursuing the BS, what are the financial implications.*

There has been some conversation with student financial services regarding the federal financial implications about this topic. We will try to get financial aids interpretation on how this will look for those students who want to do not just multiple degrees, but multiple majors.

This updated policy will be brought back to the UAAC committee in March.

#### **Catalog of Record:**

- *When would this policy take effect?*

When the UAAC sub-committee passes the policy, it will then go to CADD. CADD does have 30 days to review and would go into effect the 1<sup>st</sup> day of the month after CADD approves the policy.

- *Do we have the infrastructure to carry out a signature process for the Catalog of Record policy. Maybe something to consider is what the signature form would look like and what signatures are required on this form.*

We already have the infrastructure because the Registrar is already doing this now. The exception with regard to the core we have already changed those students' catalog of records to accommodate the new core.

- *What about the students who are re-admitted, there should be an agreement with those students that specifies the catalog of record that the student is under.*

When a student applies, the normal process begins, the catalog of record that the student applied to is what they would follow. For the students who have older course work and want to be on a previous catalog from the past 6 years there is a step that needs to be taken. We would need to figure out a

petition process for this student request. The student would petition through the new form with all the correct signatures to say they want to change the catalog. They would meet with the advisor to determine their catalog of record.

- *Would substitutions or any type of unique opportunities be in the system for any academic units.*

Yes, that would follow standard process for any substitutions. Any exceptions being made now is based on following your departments procedures.

It would be beneficial to streamline the process and getting some information from advising on how this process can be improved. Advising could have an important role.

### **Announcements**

- Next UAAC sub-committee meeting: March 9th, 2023

### **Meeting Adjournment**

Meeting adjourned at 10:26 am