

CAAC Meeting Minutes

March 26, 2019

Voting Representatives Present: Jim Baygents, Elliott Cheu, Barbara Citera, Jim Hunt, Kim Jones, Amy Kimme Hea, Mary Koithan, John Koshel, Francesca López, Lisa Ordóñez, Pam Perry, Martina Shenal, Janet Sturman, Keith Swisher, Rich Vaillancourt

Additional Representatives Present: Pam Coonan, Chrissy Lieberman, Martin Marquez, Michelle Marquez (intern)

Absent (without proxy): Barbara Bryson, Maria Manriquez, Lucinda Rankin, John Pollard, Douglas Taren

Chair Kim Jones called the meeting to order at 11:03 AM.

I. Approval of February 26, 2019 Meeting Minutes

Jim Baygents motioned to approve the minutes. The motion was seconded by Barbara Citera and approved.

II. Agenda Items

a) Proposal to Convene College Marketer Council- Christie Harper

There is a need for collaboration, communication, and sharing best practices amongst individuals responsible for marketing in the colleges. Received enthusiastic support from a subset of college marketers. Requesting CAAC's blessing and plan to move forward. Christie provided a document summarizing the council's purpose and meeting schedule. Presented the focus, needs, and goals of the council. The document included a list of possible council participants. Christie requested colleges review list and provide input.

CAAC member asked about existing groups doing similar work. There is a Brand Advisory Council consisting of marketers across campus including rec center, housing, bookstore, etc. and has a broader focus. CAAC member requested more information about the type of work done by the proposed group. College marketer roles, involvement, and focus vary by college. Every college handles marketing differently. The group would bring college marketers to work together and share ways to support their own college programs better. The proposed group would focus on the sharing of information and strategies regarding outbound mass-level marketing such as email marketing, view book, brand strategy development, and community engagement. The group would be a collaboration opportunity/information sharing and not policy body/decision makers. CAAC member suggested combining college recruiter group and the proposed marketer council. CAAC members expressed support to hold a workshop or retreat with associate deans and marketers.

b) BAS in Leadership and Commerce- Barbara Citera, Eric Mapp, and Romi Wittman

Proposal was previously tabled during CAAC's December meeting. Worked with Eller to receive exemption from the AACSB accrediting body. Proposers received notification that the exemption was granted. Barbara provided a summarized history of the proposal including ABOR compliance.

CAAC member asked about the name of the proposal. The updated name for the major is BAS in Organizational Leadership and Regional Commerce. CAAC member asked Pam Coonan to provide information on the policy for admission to the BAS degree. Proposer stated that the BAS is designed for seamless transfer for students with an AAS degree. Any student can go into the BAS, if they fulfill the requirements. CAAC member stated that HLC will want to know that we are following our own admissions policy. CAAC member suggested we review the BAS admissions policy for possible changes or ensure the policy is enforced.

Discussion without presenters:

CAAC member asked if there was a letter of support from geography department. Received letter from department head when the original regional commerce sub-plan was proposed. CAAC member asked if the majority of the major is online. Yes, a majority is available online. UA South was told that their BAS degrees had to be online. Currently reversing approach, because face-to-face instruction is needed, especially for veteran students requiring face-to-face instruction for housing allowance. CAAC member asked that admissions standards for BAS degrees be further investigated/clarified. The BAS is catered towards transfer and working students and includes evening and online courses. Having on the ground courses at distance campuses helps build cohort and connections with UA faculty and departments. CAAC member expressed concern regarding the multiple similar-sounding degrees offered online. Discussion of investment and convening a campus-wide group to discuss strategies of transfer and distance campus offerings.

Lisa Ordóñez motioned to approve the proposal with the updated name of BAS in Organizational Leadership and Regional Commerce. The motion was seconded by Janet Sturman and approved with 1 abstention.

c) Proposal for New Academic Department: Department of Neurosurgery- Michael Lemole

Existing division proposing to be a department. Of the neurosurgery groups with residency programs across the country, 86-87% are established as departments. Provides financial, clinical, educational, and academic autonomy to pilot own future. Discussed Center of Brain Innovation and Science white paper, partnership with Banner, and setting up networks across the state.

CAAC member asked about current affiliation. Division is currently a part of the Department of Surgery, typical historical setup in which sub-specialties were under departments of surgery. The 1990s saw ER medicine and orthopedic move out as separate departments at UA. CAAC member asked about the number of faculty in the division. Have 5 core faculty employed at UA, 3 integrative faculty at VA, 2 at Cardon Children Banner, and at least 3 in community. Plan to grow to 7-8 core.

Discussion without presenter:

Janet Sturman reported Cindy Rankin's (absent) support of the proposal. CAAC member explained that the proposal has not been voted by the Department of Surgery and requests conditional approval.

Jim Hunt motioned to conditionally approve the proposal pending Department of Surgery's approval. The motion was seconded by Jim Baygents and approved.

d) Campus Climate Initiative- Sara Knepper and Andrea Romero

Goal of the initiative is to celebrate a healthy climate and identify needs for improvement. Presented OHI survey results and statistics. Discussed key findings including strengths (motivated employees and skillsets) and areas of concern (bureaucracy and politics). Discussed plan to move forward and praxis workshops with faculty and staff. Focus on impactful action, engaging stakeholders, and moving forward. Visiting various groups to encourage participation. Provided information on the workshop agenda and schedule. Willing to bring the workshops to colleges, if needed.

CAAC member suggested offering separate workshops for career and tenure track faculty. Will review schedule, possibly consider adding more or holding college-specific workshops.

e) Proposal for New Academic Department: Department of Urology- Benjamin Lee

Currently exists as a division within the Department of Surgery, College of Medicine. Discussed the division's mission and expertise. Offers an ACGME fully-approved residency program. Urology is a distinct discipline, has a separate ACGME residency program, distinct board of urology, and separate credentialing oral boards process. Additionally, 89% of institutions with urology residency programs across US have urology as a

department, including several ABOR peers. Having a department allows for faculty recruitment, enhance engagement, and retention. The proposal aligns with COM strategic programmatic development. Currently have 8 full-time, 6 VA, and 19 adjunct faculty. Discussed recent hiring, increased revenue, and potential to be a top 40 department in Blue Ridge rankings for NIH funding. Went over goals including recruiting 3 additional faculty, research, growing endowments, DOD and NIH grants, prioritizing research and access, and growing residency program.

CAAC member asked about the number of urology departments. There are 121 institutions with urology residency programs of which, 89% are offered by urology departments. There are 35 departments of urology receiving any NIH funding. If approved as a department and submitted grants are approved, the department would be ranked, at least, 36th. CAAC member asked about the number of residents staying locally. Approximately 40% of the residents stay within Arizona.

Mary Koithan motioned to conditionally approve the proposal pending Department of Surgery's approval. The motion was seconded by Jim Baygents and approved.

f) Proposal to remove registration date

Request to remove late registration deadline and fee. The deadline and fee was related to census calculation. State of Arizona changed the way the calculation is now done. Few students would be negatively impacted. The proposal would also remove the requirement to pre-pay before adding a course. It will go onto the student bill, but pre-payment no longer required.

CAAC member asked when this would be effective. Effective Fall 2019.

Chair Kim Jones requested leaving the proposal in the box and holding an e-vote.

UPDATE: 4/16/19, the proposal passed by e-vote with 1 abstention.

g) Undergraduate Certificates Policies and Proposals- Pam Coonan

Proposal from Global for a different type of credential focused on non-degree seekers. Provost Council decided to pull non-degree seekers out of certificates and to create a separate category for that group. Will come as a separate proposal, not what is currently in front of CAAC.

CAAC member asked for further clarification. Proposal has not been submitted. CAAC member asked about the impact on bridge certificates and meeting minimum qualifications. Proposal forthcoming and would go through separately. CAAC member asked why the 4-year time to completion limit was removed. Provost Council removed the time to completion. Chair Kim Jones will email Vin Del Casino for further information about the time for completion.

Chair Kim Jones requested leaving the proposal in the box and holding an e-vote. Update: the proposal has been placed on hold since additional changes were requested by UA Global.

h) PhD and MS in Biosystems Analytics and Technology- Kitt Farrell-Poe

Currently only offer/confer graduate engineering degrees. However, department has a growing number of non-engineering faculty and graduate students. The program will have emphasis areas in biology chemistry, physics, sensors and controls, data analytics, and statistics. BE professors have to fill student gaps for their graduate students and the undergraduate proposal (previously approved by CAAC) will help provide better prepared students for the graduate program.

Janet Sturman motioned to approve the proposal. The motion was seconded by Jim Baygents and approved with 1 abstention.

i) Undergraduate Minor in Hip-Hop Cultures- Kim Jones

Presented history of the previous structure of the unofficial track in Africana Studies minor. Intention of Africana Studies faculty to develop the curriculum into a standalone minor. Students would not be able to do declare both Africana studies and hip-hop minors. Offer MUS and DNC courses as elective options.

Jim Hunt motioned to approve the proposal. The motion was seconded by Jim Baygents and approved.

j) Graduate Certificate in Rural Telehealth- Terry Badger

Telehealth is the wave of the future for serving people in rural and underserved areas. Train DNP students to competently use telehealth in clinical practice. Submitted to HRSA and received funding to start the program. College has a strong informatics/telehealth faculty that can teach courses and supervise clinical practice. Already have an informatics minor and have existing coursework, no need to create new.

CAAC member asked about the applicants/target audience of the certificate. Available to DNP students and will eventually accept any CON grad students and possibly others interested in the certificate.

Jim Baygents motioned to approve the proposal. The motion was seconded by John Koshel and approved.

k) Strategic Plan Update-Jane Hunter

Jane presented a summary of the five pillars and prioritization of initiatives. Current funding priority centered on Group B initiatives. These initiatives are receiving discretionary funding, strategic initiative funds, and have 5-year budgets. Will evaluate progress towards meeting initiative objectives/goals each year. Much of the funding is for personnel, may be an issue in terms of evaluating progress and long-term plans. Highlighted key initiatives and the owners. There were discrepancies between what was described in the initiative and matching the funding needed/available. Decided to implement project charters describing the work, funding, responsible individual, and chain of command. Hold initiative infrastructure meetings with initiative owners, central administration, and finance. Discussed general education initiative including general education college, pilot student success courses, cohort model, themed courses, and Minerva University. Additional topics discussed include communication, involving/engaging colleges early, stakeholder meetings, piloting, and concern over a lack of college representation on initiatives.

CAAC member asked about the curriculum in dorms effort. Curriculum is not for credit. Research shows that there is a benefit for student retention. CAAC member asked about faculty governance bodies' roles in approving pilot courses and programs. The courses do have to go through the approval process. The process/approval procedures will have to be followed. CAAC member asked if there is a funding/financial model. The general education office design includes hiring a director for general education. There is a commitment to have a funding model that supports the office and development of courses.

l) Additional Discussion

CAAC member requested to investigate a way to capture emergency contact information for UA employees and make the information accessible on UAccess. President Robbins expected to attend CAAC's April meeting. Discussion of questions to pose/discuss during President Robbins' visit include buildings, leadership searches, student support, student success initiatives, budget/resources, centralization and decentralization approaches, vision, general education, and strategic plan. Additional questions/topics of conversation to be discussed through the CAAC listserv.

III. Meeting Adjournment