

## CAAC Meeting Minutes

August 27, 2019

**Voting Representatives Present:** Jim Baygents, Elliott Cheu, Laura Hollengreen, Kim Jones, Amy Kimme Hea, Walt Klimecki, Mary Koithan, John Koshel, Francesca López, Maggie Pitts, John Pollard, Cindy Rankin, Martina Shenal, Mike Staten, Keith Swisher, Doug Taren, Terri Warholak, Sarah Wieland

**Additional Representatives Present:** Pam Coonan, Greg Heileman, Chrissy Lieberman, Martin Marquez

**Absent (without proxy):** Steven Lieberman, Pam Perry

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Chair Kim Jones called the meeting to order at 11:00 AM.

### I. Introductions

Welcome new and returning CAAC members

### II. Action Items

#### a) Name Change: School of Geography and Development - Diana Liverman

Diana is the new director of the School of Geography and Development (SGD). The request to rename the school to the School of Geography, Development and Environment has been discussed and proposed within SGD for over a year. SGD faculty voted in spring to rename the school. Summarized reasons for the request including 1) school offers the BA in Environmental Studies, 2) majority of school faculty work on the environment, 3) many graduate students are getting positions in interdisciplinary environmental units, and 4) many of the strongest geography departments across the world have environment in their titles. The faculty see many benefits. The only downside identified by the school faculty was having to update forms/documents to reflect the name change. Received letters from multiple department heads. Did not receive a letter from School of Natural Resources and the Environment (SNRE), by time of submission.

Mike Staten confirmed that John Koprowski, SNRE director, is on board with the request. A CAAC member asked if the Institute of the Environment Interim Director, Raina Maier, had been informed of the request. A letter of support from Raina Maier is included in the request.

**Martina Shenal motioned to approve the proposal. The motion was seconded by Mary Koithan and approved with 1 abstention.**

#### b) Name Change: Animal Sciences MS and PhD - Patricia Stock

The School of Animal and Comparative Biomedical Sciences is a result of the merger between the animal sciences department and veterinarian sciences and microbiology department. The school name reflects the focus of faculty research and teaching. The name change would align the names of the graduate degrees with the school name and focus.

CAAC member asked about the meaning of the term “comparative biomedical sciences”. Faculty use small and large agricultural animals as model systems to help understand human diseases and medicine. Provided examples of ACBS faculty expertise and the research application to humans.

Discussion without presenter:

Mike Staten explained that this request is to have the name of the graduate degrees align with what is taking place in the school.

**Elliott Cheu motioned to approve the proposal. The motion was seconded by Cindy Rankin and approved.**

**c) New Program: BA in Professional and Technical Writing** - Ann Shivers-McNair and Paul Hurh  
 Professional and technical writing (PTW) is a growing field. Have existing faculty working on PTW and are investing in the field. Hired Anne Shivers-McNair to spearhead new minor and major in PTW. The proposal has strong support and has been unanimously approved by department faculty. The proposed program builds on the success of the existing undergraduate certificate in PTW. The major will support students pursuing a variety of career interests and is designed to be lean enough to be a double major with other content areas. Arizona State University has a BS in PTW. The proposed UA program is a BA and leans into and embraces the humanistic approach of an English department. The proposed major celebrates all of the writing expertise in the department including creative writing, literary writing, and linguistics. The proposed major has central focus on linguistic and cultural diversity. The proposed major would be the first PTW program offered at an HSI with a focus on linguistic and cultural diversity.

CAAC member asked about the number of house-numbered units permitted towards the degree and potential unintended consequences. The department wants to encourage students to pursue internship experiences, requires a practicum, and left room for additional house-numbered courses that may apply. The major is structured and has limited house-numbered options within the electives. CAAC member asked about triple-dipping between English, Creative Writing, and PTW. If a course counts for all three majors, the department would not ask students to do an extra course. Twelve units would be permitted to be used with another major. Proposers and CAAC members discussed instances of students pursuing multiple majors. CAAC member suggested proposers consider the impact of double- and triple-dipping on diluting content, especially with a lean major. There is no institutional policy, departments create their own double-dipping policies. CAAC member asked about the major composition of students pursuing the existing certificate. Half are English and Creative Writing majors and the other half from other disciplines including STEM majors. CAAC member asked about the PTW minor, included as part of this proposal. Department envisions the certificate, minor, and major programs to serve different audiences based on student needs and career goals. Discussion of writing courses offered by other units and UDWPE. CAAC member asked about the two data courses offered in the major. Important that students have data literacy to help communicate information. CAAC members asked if courses outside the department such as Statistics and Data Science courses could/should be considered. The department would be open to including relevant courses as options in the major. The department would be willing to develop partnerships with other units to include subject-matter expertise.

Discussion without presenters:

CAAC member expressed concern regarding stacking the proposed major with existing Creative Writing and English programs, possibly without adding value. Additional discussion regarding house-numbered units, triple-dipping, inclusion of other courses offered by other units, PTW careers, and possible PTW minor/major combinations that would benefit students across campus.

**Jim Baygents motioned to approve the proposal. The motion was seconded by Mary Koithan and approved.**

**d) Undergraduate minor in Population Health Data Science** - Doug Taren  
 Undergraduate 18-unit minor. Developed four courses focused on health data science. Obtained letters of support from other units including CALS, Science, Eller, among others. Minor is for students interested in working in research labs and with data. The minor aligns with UA initiative to develop science and big data skills.

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

### III. Additional Items

#### a) Exam Credit Alignment 2019 – Nicole Kontak

Summarized ABOR discussion regarding exam credit alignment. Colleges and universities worked to get ahead of possible ABOR legislation to enforce alignment. Universities defined alignment effort, reviewed existing exam tables, and scores for credit. In addition, UA effort to align included a review of information from ATF meetings, removed inactive exams no longer offered, discussed alignment with program evaluators and directors, and considered ACE recommendations. Granted elective credit when, for example, two of the institutions were granting credit for an exam score and the other was not. Tried to establish common ground on credit awarded. On a few occasions, primarily in languages, the scores were adjusted, but faculty had already reviewed the content previously. Included faculty when possible, difficult to do during summer. Informed faculty ATF members about the changes in order to make sure alignment topic is discussed at upcoming ATF meetings, scores are not set in stone.

CAAC member asked about efforts to reach out to faculty, especially languages impacted. Reached out to faculty, Anne-Marie in French Department, for example. Selected August 1 as a deadline, before the start of the high school year. Did not hear back from all faculty, had to move forward due to the deadline. Kim Jones asked to have information about the specific faculty members contacted. Suggestion to have associate deans looped in early, to assist in alignment efforts and help identify faculty available to assist with effort. CAAC member asked about data regarding AP/IB scores and predictive success in UA courses. Elliott Cheu mentioned work being done in this area including from Mathematics. CAAC member asked if the credit exam tables are now aligned. Aligned to grant credit of some sort, elective or direct equivalent, at the same score. Most adjustments were made to Cambridge, IB, and DSSL exam tables. CAAC member asked about the process moving forward including new exams. Nicole's office requested AZ Transfer invest in technology/communication platforms to make sure stakeholders are informed of ATF discussions and to facilitate faculty input in order to help improve and maintain exam credit alignment.

#### b) Campus Pantry– Bridgette Nobbe

Presented information and data about food insecurity. Approximately 28% of UA students on campus are impacted by food insecurity, based on 2016 campus climate survey results. Disproportionally affects Latinx, LGBTQIA+, students with disabilities, and Pell Grant recipients. In Tucson and Pima County, 1 in 4 K-12 students are food insecure. Campus Pantry began gathering CatCard swipe data. Discussed data gathered from a seven-

week period, including slightly less than 900 unique UA students using Campus Pantry. Presented graphics showing breakdown of Campus Pantry users by demographics, level, and colleges. Discussed the impacts of food insecurity including depression, diabetes, poor health, chronic conditions, and academic consequences. Campus Pantry tries to break the cycle, open three times a week to serve more students.

CAAC member asked if there is a specific call to action. Request faculty include basic needs statement in course syllabi and have discussions with other faculty and students to help de-stigmatize food insecurity. Campus Pantry hosts a benefit dinner and tours of the rooftop garden to help raise awareness and support. Additional topics discussed include SNAP eligibility, food supply/partnerships for the Campus Pantry, issues preventing satellite pantry sites, incorporated new student and transfer orientation, and engaging academic advisors, RAs, and student government bodies. Kim Jones requested that Bridgette share PowerPoint presentation and information on how individuals can make donations. Mary Koithan requested that the basic need statement be distributed to CAAC. Campus Pantry also collects basic supplies such as deodorant, toothbrushes, feminine products, and toilet paper. There is a basic needs website with information on various resources available to students. Walt Klimecki recommended presenting to other faculty bodies to disseminate information campus-wide.

**c) CATS Academics - John Mosbach and Ricardo Valerdi**

Discussion of CATS Academics Program. Provides support for student athletes including learning specialists and academic counselors. Serve 500 student athletes with 16 full-time and 70 part-time staff. Collaborate with campus units including DRC to facilitate student success. Student athletes have broken records regarding academic performance. Office requests academic progress checks from faculty two times a semester. Will, on occasion, reach out to faculty to facilitate conversations between students and faculty. Discussion of additional services provided by the office and new initiatives including UA Global partnership and Life Skills program. Ricardo Valerdi, Faculty Athletics Representative (FAR), explained the role/responsibility of the FAR position including compliance, academic support, and student health and wellness. Monitor compliance with policies, athlete major and course clustering, athlete certification, and progress towards degree. CATS Academics provides services to help student athletes be successful.

CAAC member asked about clustering in courses and academic integrity issues. CATS Academic is aware of clustering because of enrollment reports. Student Affairs shares information with CATS Academics when issues of academic integrity occurs.

**d) Proposal to change CAAC bylaws and administration**

Non-voting members left the meeting. The following was reported, after the meeting, regarding this item:

CAAC members discussed the possibility of changing bylaws to have a representative from the Provost's office serve as chair, but decided to maintain the bylaws as they are currently written, electing a chair and vice chair from among the voting members. CAAC voted to invite Greg Heileman to join CAAC as an ex officio non-voting member. John Koshel and Mary Koithan were elected as the incoming chair and vice chair, respectively.

**IV. Meeting Adjournment**