

CAAC Meeting Minutes
August 28, 2018

Voting Representatives Present: Elliott Cheu, Barbara Citera, Melissa Fitch, Jim Hunt, Kim Jones, Amy Kimme-Hea, John Koshel, Francesca López, Maria Manriquez, Pam Perry, Lucinda Rankin, Martina Shenal, Janet Sturman

Additional Representatives Present: Pam Coonan, Chrissy Lieberman, Martin Marquez

Absent (without proxy): Jim Baygents, Barbara Bryson, Mary Koithan, Keith Swisher, Douglas Taren, Ted Tong

Chair Kim Jones called the meeting to order at 11:10 AM.

I. Introduction of new CAAC members: Francesca López, Associate Dean of College of Education and Melissa Fitch, Associate Dean The Honors College

II. Agenda Items

a) Undergraduate Minor in Recreation and Sport in Communities, Parks and Schools- Matthew Ostermeyer

Determined a need for this minor based on experience working with student in Literacy, Learning, and Leadership program. Explored available courses and potential new courses to tie curriculum together. The minor is flexible enough to reach a large audience including athletes and the environmental conservation side of recreation.

Question about existing programs housed in colleges similar to what is being proposed. Discussion of the distinction between similar programs. College of Education met with CLAS and other units that may have overlap and courses included in the minor. The proposal includes letters of support from departments providing course options in the minor. The minor could attract students across campus.

Martina Shenal moved to approve the proposal. The motion was seconded by Janet Sturman and unanimously approved.

b) Graduate Certificate in Health Law for Health Professionals and Graduate Certificate in Regulatory Science- Tara Sklar

The Health Law for Health Professionals Graduate Certificate is for practicing health professionals and the Regulatory Science Graduate Certificate is focused on the biomedical space looking at pharmaceutical devices and the regulatory path to approval. Have strong support and interest across campus especially in medical fields including nursing, medicine, public health, and pharmacy. Letters of support provided from multiple colleges and departments across campus.

CAAC member asked if the proposers had talked to Animal and Biomedical Industries (ABI) folks. Plan to reach out and discuss with ABI. Discussion of the MOU allowing pharmacy students to pursue grad certificate. Question about efforts to discuss certificates with other health professions/entities. Proposers have strong connections with healthcare providers and insurance providers. The certificates could serve as a pathway for healthcare providers to get relevant information. Discussion regarding medical students having enough time to complete a certificate with their workload. Completing certificates would be additional work.

Discussion without presenters:

Request proposers reach out and consult with ABI. Discussion on the timing of health profession students pursuing a certificate and workload concerns. Will the cost be a limiting factor since students will not be able to use financial aid? Discussion on the restrictions regarding use of federal financial aid for certificates, potential funding sources, and requirements/costs needed to get approval for federal financial aid to pay for certificates. Wording has been added to the graduate certificate application indicating certificates are not eligible for federal financial aid. Additional discussion on certificates including compliance, productivity and viability of certificates, reporting, market analysis, approval process, and proposal forms.

Cindy Rankin moved to conditionally approve both proposals on the condition that the proposers reach out to School of Animal and Comparative Biomedical Sciences and clarify federal financial aid restrictions. The motion was seconded by Jim Hunt and unanimously approved.

c) MOU Graduate College and College of Pharmacy for the Graduate Certificate in Health Law for Health Professionals and Graduate Certificate in Regulatory Science- Janet Sturman

Existing UA Graduate College policy that students must have earned a bachelors before doing a graduate program. The MOU details how College of Pharmacy students without a bachelors will need to have accumulated 120 units to be permitted to pursue the Graduate Certificate in Health Law for Health Professionals and Graduate Certificate in Regulatory Science. This MOU is specific only to these two certificates.

d) Marketing to Prospects and Reporting Applicant Data to Colleges-Kasey Urquidez

Prospects are student names purchased through vendors and have not necessarily expressed interest in University of Arizona. Inquiry are students that have expressed interest in attending the University of Arizona. There exists an unspoken agreement that admissions does not share academic interest or college information with other colleges. Students identifying interest in an area were categorized as being inquiry students for a specific college. Colleges restricted from requesting student information for communicating with students in other categories/areas. Kasey provided information on the differentiated outreach based on prospect and inquiry students. A question has been raised about sharing data for inquiry and prospect levels across colleges. Would like to discuss the topic of sharing data across colleges.

Jim Hunt provided additional context regarding CALS's request to contact prospective students in areas not traditionally considered "agriculture". Kasey explained the use of buckets and academic interest areas. The buckets are generated at the college interest level. CAAC member recommended sharing data is appropriate. Kasey's biggest concern is bombarding students with too much information and coordinating efforts. Discussion on terms used for academic areas and buckets. Question on who decides which majors are put in specific buckets. Should consider what students would like to do. Request that departments have input in deciding majors for the buckets and areas. Top institutional level messaging is geared to attract students to the institution. Discussion of creating coordinated messaging at the prospect level to create interest in the institution. Suggestion to have a half day retreat to discuss a coordinated effort. Kasey mentioned that the application and yield stages are the critical places needing college focus/input for "closing the deal". CAAC member suggested emphasizing areas that UA is strong and well-known. Helping students to find their place and providing better information is the goal. Discussion on ideas for finding majors, degree search, technology, and communication/outreach customization. Jim Hunt requested Kasey bring this to dean's council.

CAAC member asked if there is a list of enumerated programs in each bucket. There is no list at this time. Discussion to bring members together to generate a list. No one college should own a bucket. Request

that Kasey send out list of categories to CAAC members and coordinate efforts. Approximately one-third of prospects do not select an academic area of interest or undecided. Consider using theme areas. First level communication should include guaranteed tuition, scholarship grid, and institutional strengths. Kasey will follow-up with CALS and Health Sciences regarding Mike Staten's request. Future goal is to review the full list of buckets and develop themed areas.

Kasey asked if colleges are okay with sharing applicant data. Send one link containing all data and could download for your own college. Current practice is to send college-specific data. Kim requested that this be put on the agenda for next time.

e) Name change PhD in Applied Ethnomusicology and Intercultural Arts Research to PhD in Applied Intercultural Arts Research –Janet Sturman

Proposal is a result of a review by the National Association of Schools of Music. GIDP executive board approved the name change. The curriculum is staying the same. Introduction/promotional materials will be updated to make it clear to applicants that ethnomusicology remains a core perspective of the degree.

Pam Perry moved to approve the proposal. The motion was seconded by Cindy Rankin and approved.

III. Additional Information

a) RCS Deadlines

Discussion of RCS deadlines for course approvals. Need clarification regarding new course and modification deadlines. Kim will reach out to Beth and RCS to express CAAC concerns.

b) Undergraduate Syllabus Policy and Template

CAAC requested separating objectives and outcomes on the undergraduate syllabus policy. Undergraduate Council made the change to the policy. OGC weighed in that the old language was indefensible regarding instructors requiring students to provide medical excuses. Will talk about it again in the future.

IV. Meeting Adjournment