

**CAAC Meeting Minutes
November 10, 2020**

Voting Representatives (primary unless listed) Present (via Zoom): Laura Hollengreen, John Koshel, Linda Denno, Kim Jones, Maggie Pitts, Rebecca Gomez, John Pollard, Terri Warholak, Jim Baygents, Iliana Reyes, Deanna Fitzgerald, John Ehiri, Pam Perry, Pamela Reed, Amy Kimme Hea, Cindy Rankin, Keith Swisher, Jim Hunt (for Michael Staten)

Additional Representatives Present (proxy if listed): Greg Heileman, Stephanie Carlson, Alex Underwood, Cynthia Demetriou, Chrissy Lieberman, Claudia Davila, Heather Lukach, Frankie Kolb, Brittany Johnson, Chris Tisch (proxy for Public Health), Richard Vaillancourt (proxy for Pharmacy), Helen Bruwer

Absent (without proxy): Elizabeth Fehsenfeld

Recording: <https://arizona.app.box.com/file/740203666597>

-
- I. Call to Order-** Chair, John Koshel called the meeting to order at 11:02 AM.
- II. Approval of Minutes** – There was a motion to approve minutes from October 13th and October 27th. Minutes were approved with 14 yes votes.
- III. Discussion: Spring 2021 Commencement, Friday, May 14, 2021** – Claudia Davila, Heather Lukach
- a. Utilizing all resources on campus
 - b. Studios are available for convocation use
 - c. There is a virtual ceremony handbook
 - d. Grad kits are available, being put together now
 - e. The printed program, is 100+ pages of curated content and it was available virtually for May, but students will be able to opt in for a keepsake copy
 - f. They work with 33 college/department ceremonies and 8-9 special interest ceremonies
- Other ideas are being considered like drive in. There was some discussion about having students walk down the mall with all the buildings lit. There was an idea about doing a time capsule or some way to capture “making history” as a sub theme.
- IV. Update on Academic Program Proposals, Policies, and Procedures**
- a. BS Medicine Proposal Update – Rebecca Gomez will reach out to Biomedical Engineering. Jim added that Biomedical Engineering did write a letter of support for this degree.
 - b. 10-day review happens independently for each proposal
 - John would like group review done before the end of the 10-day review so that any thoughts will be incorporated into the proposal. Amy added that the 10-day review period could also be an indicator of who else might need to be invited to the table
 - CA is open to feedback about when the 10-day review should happen
 - c. Undergraduate Certificate, One Health review update – have not met
 - d. Graduate Certificate in Health Information Privacy, Compliance, and Data Security review update– have not met yet, trying to nail down a meeting day and time
 - e. When does a degree get stopped? CAAC can vote no. It would be on the consent agenda and any member could pull it off to vote or discuss it.
- V. Curricular Items**
- a. Program fee and Differential Tuition requests for 2021-22 are due Nov. 1st.
 - b. There is a box document titled Program Review 2020-21 and is open for viewing and editing
 - c. There was an emergency e-vote on fall 2020, 18 W Grade Unit Maximum and student petition for P/F. We had 14 yes votes, 0 no votes and 1 formal abstention. It did go out with the same wording CAAC saw and John confirmed he told Registrar to update it.
 - d. Spring 2021 stage update – Alex had to leave meeting early so did not get to address this. Jim reports hearing to plan for fall 2021 like we did for fall 2020.

- e. Students will be required to be tested for Covid for spring 2021. Maggie has been working with PAC to come up with things to motivate students to follow up with testing. If there are any ideas, there is a brainstorming list you can add to. There was some discussion about adding \$5 for Starbucks or some kind of small gift to their CatCard.

VI. Meeting Adjournment

Meeting adjourned at 12:44 p.m.

Respectfully submitted by Liz Sandoval