

**CAAC Meeting Minutes  
November 24, 2020**

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

**Additional Representatives Present (proxy if listed):** Stephanie Carlson, Alex Underwood, Chrissy Lieberman, Chris Tisch (proxy for Public Health), Liz Sandoval, Mary Beth Tucker

**Absent (without proxy):** Holly Bender, Iliana Reyes, Amy Kimme Hea

**Recording:** <https://arizona.app.box.com/file/748359861653>

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- I. Call to Order-** Chair, John Koshel called the meeting to order at 11:03 AM.
- II. Approval of Minutes** – There was a motion to approve minutes from November 10, 2020 (Week 2). Minutes were approved with majority vote (11), there was 1 abstention.
- III. Consent Agenda items –**
- a. Undergraduate Certificate in One Health (Public Health; new)
    - i. Review: suggestion to approve with no changes
    - ii. Committee: Ehiri, Staten, Reed, Rankin
  - b. Non-CAAC reviewed items
    - i. Modification – Undergraduate Minor in Food Studies (SBS; new): removing three thematic categories used for electives
    - ii. Modification – BA in Food Studies (SBS; new): adding courses and updating names of three thematic areas. Kim Jones noted that they may want to consider adding R553 305, Stephanie Carlson will pass along the suggestion.
    - iii. Modification – MS in Biostatistics (Public Health; new): stronger computational and communication skills and better align with other SW programs
    - iv. Name Change – MS Econometrics and Quantitative Economics > MS in Economics (Eller; new)
    - v. Undergraduate emphasis – BS in Public Health: One Health (Public Health; new)
- All items passed without issue at the conclusion of the meeting.

**IV. Update on Academic Program Proposals, Policies, and Procedures**

- a. BS Medicine Proposal Update – Rebecca Gomez reported that they met with proposer and had productive discussion, they sent a list of issues/concern and are waiting to get that back.
- b. Graduate Certificate in Health Information Privacy, Compliance, and Data Security Proposal Update – Jim Baygents reports that the group has met, and he is drafting a report to share with Pam, John, and Keith. It will be ready for next consent agenda for December Week2 meeting.
- c. New Assignments were sent out last night. The timeframe expected is two weeks, best if subcommittees can get it back in one week. The Undergraduate Certificate in One Health did not require more so that may happen from time to time as well. Some things might be more examined at UGC versus CAAC and vice versa. More guidelines to be put in the manual for future reference by John and Laura.
  - i. New – Undergraduate Minor in Asian Pacific American Studies (Kim Jones, Humanities)  
Committee: Jones, Hea, Reyes
  - ii. New - Undergraduate Minor in One Health (John Ehiri, Public Health)  
Committee: Ehiri, Staten, Reed, Rankin
  - iii. New - Undergraduate Certificate in Didactic Program in Dietetics (Michael Staten, CALS)  
Committee: Staten, Rankin, Reed, Ehiri
  - iv. New – Undergraduate Certificate in Cloud Computing (Linda Denno, CAST)  
Committee: Denno, Baygents, Gomez, Perry

#### **V. Undergraduate Certificate Policy Amendment, Stephanie Carlson**

- a. Arose from certificate proposals growing in terms of units required. It went from 9 to 12 and now 18+. Originally, a maximum of 6 units could double dip with a previously earned degree, a concurrent degree or another certificate program. This proposal is to increase that to 50% of the total units. The original policy listed that any change to a certificate had to go through the proposal routing which involves this group and UGC. Instead, the proposal includes a change to that it be considered the same as a substantial change request or anything greater than a 20% change in content and/or total number of units which the group will still see through the modification/substantial changes requests.

Amendment was approved with majority vote (15) and 1 abstention.

#### **VI. Discussion: Academic Integrity Violations**

- a. Has become rampant in College of Science, warnings that any student caught cheating will be automatically failed. Seems to be working.
- b. Linda Denno brought up the fact that TurnItIn is not always accurate and its essential for faculty to do their own homework as well to verify that what the technology finds is accurate.
- c. Terri Warholak reported that her college has instituted a professionalism council after some findings of cheating in online work.
- d. Jim Hunt mentioned high stakes assessments which can put pressure on students to cheat so finding other assessment methods to reduce this. It is important to do faculty counseling on this.
- e. In Optics, John reported that there was a sophomore level class where students were turning in assignments with the same answers so those students were made to sign an agreement saying they would not do it again.
- f. The online modality should force new ways of assessing and measuring academic integrity. Regardless, it was agreed that all colleges and departments should be utilizing all resources on campus when it comes to academic integrity violations. Cindy Rankin mentioned a study done by Duke University where they held a discussion and students had to sign an agreement or honor code against it. Violations dropped by 75%.

#### **VII. Syllabus Template Title IX Amendment, Mary Beth Tucker**

- a. Changes were made in May for the first time in 49 years. The takeaway is that our institution still has the same anti-discrimination policies and procedures for students and employees on and off campus.
- b. Adjustments will be made to forms by Mary Beth. Resources are also being updated for student use and made less complicated. The updates apply only to undergraduate syllabi. Maggie Pitts in Grad College will discuss the issue with the appropriate teams.

Amendment was approved by a majority vote (16) and 1 abstention.

#### **VIII. CAAC Survey**

- a. Committee members were sent a survey on issues such as technology, student success, amongst others. Participants were to rank in order of importance with the ability to add two spots and eight prewritten selections. Please take a look. It is raw data. More discussion to come. Laura suggested that the group develop subcommittees that could work on bigger issues. There was more discussion on the structure of CAAC; would it add more work? What would the benefits be? Downsides?

#### **IX. Meeting Adjournment**

Open session adjourned at 12:13 p.m.

*Respectfully submitted by Liz Sandoval*