

**Minutes**  
**Undergraduate Academic Affairs Committee**  
**December 3rd, 2020 – Via Zoom**

**Call to Order:** R. Wood was absent, at Trustee meeting today and Gary Bledsoe called the meeting to order at 9:00am via Zoom.

**Business:**

**Presented by Sophia Izhar:**

**Priority Registration for ROTC Students**

Concern: Students in ROTC have been experiencing conflicts with registration as they find themselves having to completely rearrange their schedules or drop classes as the ones that fit with their schedules have already filled up. Having priority registration would aid in their ability to sign up for classes and avoid these conflicts.

"In the past, we have not been able to receive priority registration and we would like to petition to have the ability. Every student in ROTC has had issues with conflicts in the past, resulting in us to have to drop classes or completely re-arrange our schedules due to issues with classes filling up."

Request: For ROTC students to have a key or code that allows them to sign up for classes a day earlier or before their peers.

A question was asked to see how extensive of a problem this is and if Sophia will get some sample schedules to help clarify what some of the issues has been. Jay will work with Sophia.

- *Committee discussed and will be voted on at the UAAC Sub-Committee Meeting on 12-10-20. If approved at UAAC Sub-Committee it would go into the 2021-2022 Academic Catalog, which will be published the first week of April.*

**Presented by Debbie Pike:**

**Program Merger – BS in Analytics & Enterprise Systems and Non-Substantial Changes in Minors**

The Program Merger and BS in Analytics & Enterprise Systems both programs came out of the same initiative. The current structure consists of one department that has two majors: Information Technology Management and Analytic Enterprise System.

The new department chair led an initiative based on questions that came out of the APRC to closely examine each of these programs. Department members looked at the feedback and determined next steps with the best interest of the students in the forefront. The faculty enlisted assistance from their career resources center to identify the largest employers of graduates from each of the two programs.

Two stakeholder groups were subsequently surveyed: employers of program graduates and recent alumni. The focus of the employer survey was to determine the skill set graduates need to be successful employees in the workplace. Recent alumni were asked about the extent to which their program of study prepared them for a career in the “real world”.

The information gathered during the survey process was analyzed by the department faculty. Each course in both programs was reviewed alongside the survey data and course content adjustments were made accordingly.

As a result of the research and investigation process into each program, the department faculty would like to combine the two programs into one major. In this new model, Analytics would be a concentration as opposed to a separate degree program. The enrollment overall generally across all four levels was historically about 50 students in the ITM. Enrollment dropped to 30 students. This consists about six students in Analytics and Enterprise Systems, at most had 46 students and out of those 46, 18 of them are double majors.

As a result of the request to combine the two programs, changes in the minors will occur to keep better align them with the changes the department is proposing to the major. The learning outcomes will not change. The only change to Information Technology, the name will change to *Business Technology Management Minor*. This is to better distinguish between the focus of the business side versus what the math computer science related, technology related degree brings. There is going to be a little bit more flexibility around the electives.

This was passed unanimously by the department, the undergraduate curriculum board and faculty assembly.

- *Committee discussed and will be voted on at the UAAC Sub-Committee Meeting on 12-10-20*

**Presented by Lauren Arnold:**

**Proposal CPHSJ – 4+1 Program in Biostatistics & Biostatistics and Health Analytics (BSTHA)**

Proposal is for an accelerated program between undergraduate degree in Biostatics and the Master’s degree in Biostatics in Health Analytics. The MS in Biostatics in Health Analytics is a relatively new program, in the second year. Since this is underway, we now want to offer undergraduate students who are majoring in Biostatics to do an accelerated master’s degree

program as we do with the undergraduate health degree in the MPH. The learning outcomes will remain the same. The students will still be taking the undergraduate capstone course of data management.

Undergraduate students in the BS in biostatistics program will take 15 graduate credits in their senior year which will count toward the MS in BSTHA. Students can choose either concentration of the master's degree: Traditional biostatistics or geospatial health data analytics.

Students must maintain a 3.0 cumulative GPA every semester of the accelerated program and must meet all undergraduate requirements for graduation. GPA in year 4 will be monitored by the Undergraduate Public Health Program Director and progression toward completion of undergraduate degree requirements will be monitored by the Academic Advisor and Undergraduate Program Director per normal semester processes. Upon graduate with the BS in Biostatistics transcripts will be reviewed by the Graduate Program for progression into year 5 of the accelerated program and matriculation as a full graduate student. Students must earn a minimum grade of "B" in all graduate courses to progress to Year 5 of the program.

- *Committee discussed and will be voted on at the UAAC Sub-Committee Meeting on 12-10-20*

### **Old Business - Presented by Jay Haugen:**

#### **Vote on French Baccaalaureate**

Jay will send this back to Madrid today and ask for feedback on the European interpretation of the French Baccaalaureate and if there is no feedback, then it is good based on the way other institutions research that was conducted.

#### **Cross Listing Policy:**

Last meeting there was additional feedback asks regarding the marketing courses on both sides of the cross listing on both the primary and the secondary.

There was a question regarding adding the X to the cross-listing policy and the way it reads the secondary with the x would have to have the primary number? This numbering may work in some instance but not all of them-the secondary department may have numbering schemes of their own and it will not work and the new one would not fit the secondary departments. Primary course number/secondary 3.1.4.2 Permanent secondary courses cross-listed with non-special topics courses will be listed with the secondary subject codes and with an X appended to the course number, e.g.,

- *Committee discussed and will be voted on at the UAAC Sub-Committee Meeting on 12-10-20*

### **Approval of Meeting Minutes**

- *November 5th, 2020, 2020 UAAC Meeting Minutes were approved.*

### **Announcement and Adjournment**

Next UAAC Meeting: Thursday, January 7th 2021 from 9:00 am- 10:30 am via ZOOM. The meeting link will be sent out closer to time.

The meeting was adjourned by Gary Bledsoe.