



## Undergraduate Academic Affairs Committee Minutes

Thursday, May 2, 2024 - 9:00 am – 10:30 am

VH 219

**Members in Attendance:** L. Dorsey, G. Barker, T. Breitbach, L. Burke, M. Cope, E. Crowell, P. Dotson, J. Haugen, J. Helton, G. Lopiccoco, L. McLaughlin, S. McGahan, N. Mispagel, J. Nichols, B. Perlman, D. Pike, Fr. Rozier, J. Rust, S. Sell, S. Steadman, L. Sweetman, C. Thomas, S. Tyuse

**Absent/Excused:** E. Gockel-Blessing, Jean Marie Cox, D. Manos, Gina Merys, Megan Toups

**Guests:** Lindsay Gonterman MSW, Dr. V. Martin

**Call to Order:** Dr. Dorsey called the meeting to order at 9:00 am.

- I. **Approval of Meeting Minutes – April 4, 2024.**
  - a. Motion to approve minutes was put forth by Shawn Steadman and seconded by Scott Sell. Minutes were approved.
- II. **Discussion Items**
  - a. RISE (newly integrated SOAR/BFC Program) Priority Registration – Lindsay Gonterman, MSW and Dr. V. Martin.

Dr. Dorsey provided the committee with a list of student groups that are currently receiving priority registration: student athletes, university honors program students, ROTC students, veteran, students with accommodations for early registration, SOAR students and students on an approved non-Madrid study abroad program.

    - The new program RISE came together as a recommendation of Kennedy & Co joining SOAR and BFC together to form one new program to more intentionally and effectively serve students. The population of this group (BFC) has not changed; however, they are requesting priority registration due to the complex issues and challenges they face as high-risk demographic students.

- The RISE program requests that with the joining of these two groups, priority registration would be available to all RISE students. The total number of students using this resource would be approximately 600 and 300 are already receiving the benefit.
- After the committee voiced many concerns with the number of students receiving priority registration, the members are interested in researching other approaches taken by similar universities and reviewing the entire priority registration requirements and process.
- By a majority vote, the request put forth by the RISE program is being tabled to the first UAAC meeting in September.

b. Minors – Health Management Minor (CIM 706) – Fr. Rozier, PhD

- All courses are currently offered with no additional resources – 18 credits to the required 12 electives. It is structured after the minor in public health. There is some overlapping of courses.
- Questions: Are substitutions from the business school being accepted? How is probation in a minor being managed elsewhere in a major.? Is there a time limit to being on probation? Are the continuation standards outlined.

This minor will be voted on at the Subcommittee meeting next week.

c. Information Items

- Business Analytics – STL (CIM 244) – Debbie Pike, currently offered in STL, will be offered in Madrid.

III. **Old Business:** Academic Program Proposal Approvals

a. Policies

- Policy on Independent Study, Directed Study, and Independent Research Courses - was passed by CADD and the Provost on 4-24-24 with the following friendly amendment under 5.0 Guidelines and Procedures – *Independent Study or Directed Student courses offered in a distance modality may be expected to meet additional expectations to ensure full compliance with regulatory and accreditation expectations; the Distance Education Office can provide additional information.*
- Special Topics Policy - was passed by CADD and the Provost on 4-24-24.
- University Latin Honors Policy - was passed by CADD and the Provost on 4-24-24.
- Undergraduate Audit Policy - was presented to CADD and the Provost on 4-24-24.

- University Academic Integrity Policy - was presented to CADD and the Provost on 4-24-24. Deans and directors were very supportive of the May 22<sup>nd</sup> vote.

IV. **Policy Review:**

a. UAAC Bylaws revision—

- The deans brought up a few queries about the organizational structure of UAAC and the current organizational structure of the North and South Campus and how this should accurately be reflected in the participant list. Eliminate the Dean representative from both North and South Campus. Change the Dean representative from Madrid campus to Rector. The Rector may appoint a representative to serve on the committee.
- Absence from three consecutive meetings without securing a representative may be grounds for dismissal. Removal of the committee member will be the decision of the committee.
- After a three-year rotation a member's time is up. It is then the decision of college/school leadership for continuing for the next three years or appointing a new member. There is a six-year term limit.
- Agenda items may be proposed to the Associate Provost for Academic Affairs by any regular voting member of UAAC or member of the Saint Louis University faculty, staff, or student body. In the case of absence, the Associate Provost for Undergraduate Education may designate any member of UAAC to preside at the meeting.
- Votes by email will be permitted if time and circumstance require it.
- Additional language on how we function as a committee has been included. Members of UAAC are responsible for conveying information reviewed, discussed and/or approved in a UAAC meeting back to their respective units. Such responsibility shall be viewed as a two-way flow of information.

Motion to approve with friendly amendments was put forth by Sybrina Tyuse and second by Tony Breitbach. Motion approved.

V. **Announcements:**

- Next UAAC Meeting September 5, 2024