

MINUTES

October 10, 2023

UNDERGRADUATE ASSEMBLY

The Undergraduate Assembly met in regular session on Tuesday, October 10, 2023, at 2:15 p.m. on Microsoft Teams in-person, Trinity Hall, Room 104. The meeting was called to order at 2:17 pm.

Attendance

Austin Allen	Michael Holmes	Kaci O'Donnell
Rachel Baldrige	Darlene Hunter	Owen Parker
Linda Barasch	Tom Ingram	Lynn Peterson
Jeanean Boyd	Oswald Jenewin	Tim Ponce
Daniel Robinson (filling in for Casey Brown)	Leslie Jennings	Ashley Purgason
Nathan Brown	Conroy Kydd	Edith Reed (ex-officio without vote)
Tamara Brown	Rebecca Lewis (ex-officio without vote)	Luis Rosado
Monica De la Fuente Iglesias	Julia Lindgren	Peggy Semingson
Rebecca Deen	Maria Martinez-Cosio	Kimberly Tate (ex-officio without vote)
He Dong	Nancy Michael	Carter Tiernan
Ceil Flores	Andy Milson	Allison Tomlinson
Nelson Gomez-Torres	Laura Mydlarz	Melissa Walsh
Timothy Henry	Joshua Nason	Deborah Williams
		Zheng Wang

Agenda

Welcome Remarks Tamara L. Brown, Provost and Senior Vice President for Academic Affairs

Dr. Brown greeted the Undergraduate Assembly and began the meeting at 2:17 pm.

Approval of March 28, 2023 Minutes (attachment) Tamara L. Brown

A quorum was met.

First order of business. She asked if there were any corrections needing made to the minutes. She asked to entertain a motion to Linda Ba. Second Allison. The motion is minutes approved as printed.

Approved unanimously. Motion carries.

I. In Favor: ALL

II. Opposed: 0

Abstain: 0

Unfinished Business Tamara L. Brown

Dr. Brown is not aware of any unfinished business other than an announcement she will make. We ended with the Kinesiology needing a bit of work. She is reminding us of the work we did on this and that is done. She is glad that we were able to figure out how to do that. It is something we may want to think about more broadly→How to streamline from undergrad to master's program. As we discussed we had lots of questions. Now that we have figured it out it will stimulate some thinking.

Reports

Undergraduate Curriculum Committee (attachment) Tom Ingram, UCC Chair

Tom Ingram shared the updates from the UCC. He thanked Dr. Brown. He introduced himself as chair of UCC. They met Tuesday, 26 of September They addressed three mid-year catalog addendums and no other proposals. There were 39 course proposals, deletions, mos, etc. New business—CONHI, 3+2 BS in health to MS in health (MSAT). Since it was tabled and since passed they reviewed the mid-year catalog addendum as proposed by CONHI and UCC stands ready to recommend as submitted in the files.

Dr. Brown made a motion to vote. She asked if any questions from anyone. Owen Parker made a motion and Laura Mydlarz seconded. Vote took place.

Approved unanimously. Motion carries.

- I. In Favor: ALL**
- II. Opposed: 0**
- III. Abstain: 0**

Moving on two from engineering, presented to UCC to address upcoming ABET accreditation guidelines for industrial and mechanical engineer (one program) and secondly for mechanical and aerospace engineering. They will be going through an accreditation review next fall and they want these amendments to be in place so as the review starts, the reviewers will have the correct language. They passed it conditional o Shelby Boseman, his office confirmed. Therefore, UCC recommends both mid-year catalog addendums to UA at this time.

Dr. Brown: We have two. Tom made a motion. Second by Tim Ponce. “Any questions” asked from Dr. Brown. No questions from UA members.

Approved unanimously. Motion carries.

- I. In Favor: ALL**
- II. Opposed: 0**
- III. Abstain: 0**

Finally, there are 39 courses, 7 adds, 3 deletes, 2 edits. No significant issues were noted. UCC recommends these 39 courses as presented and documented in your files. Tom made motion. Carter Tiernan made a second. “Any questions”? from Dr. Brown. No questions from UA members.

Approved unanimously. Motion carries.

- I. In Favor: ALL**

II. Opposed: 0

III. Abstain: 0

Last from UCC, Tom Ingram was re-elected UCC chair.

Core Curriculum Committee Sergio Espinosa, CCC Chair

Tom Ingram is giving this update in place of Sergio Espinosa. The committee has not yet formally met for Fall 2023. The general timeline is posted and in files. They will start meeting December 8. "Questions" Luis Rosado asked, "What is the function of this committee". Tom explained THECB, certain courses as part of general ed area that are referred to as "core" that have to be state standards, etc. and those have to be first approved by core committee of meeting basic standards. Criteria that are there. Those are into general ed requirements for all students on our campus. Have to be pre-approved. Dr. Smallwood confirmed that has been the work for this committee to date. Tom is done speaking.

Dr. Brown shared about the Texas common numbering system (field of study). If you haven't heard of them, Texas common numbering was adopted a few years ago to streamline courses transferring to four-year institutions, e.g., TCC, statewide implementation to ease transfer for credit. Field of study is something THECB has done, has been doing this a while, said it was going away. They are keeping it but modifying it. There is a set of courses that is decided on for a given major and then that becomes what it is across the state of Texas. We all have to abide by that. They bring together faculty from across the state. We have not been following it. It is not optional. WE are engaged in a process to get us into compliance uniformly. We are going to be using that Texas common numbering system. It will not be debated, in terms of majors. We are getting ourselves into alignment, what we should have been doing but haven't. "Any questions". Linda Barash: "Is there a list?". Brown: this is publicly available information. These get looked at periodically. Communication is coming up. Amber: There's a timeline she is glad to drop into the notes for this meeting [follow-up]. Linda: They also review existing ones periodically. Brown: Creation and ongoing review.

Andy Milson: For history, foreign language, is not required but they require it of their majors. How do they handle that? Dr. Brown's response: For the history field of study, foreign language is not part of that, but here we require that. As a former dean of arts and sciences, the language requirement was a college requirement not a major requirement. They did this in psychology. Doing that uniformly across all colleges. This is a state thing, so no one is exempted. Just to make you aware. This is alignment not UTA decision making. Dr. Smallwood shared to Andy, her understanding of FOS is once a student completes a FOS and transfers it in they can't require anymore 1000 or 2000 level courses (unless ??) but she is double checking on that. That is it for that topic.

Academic Standards Committee (attachment) Nancy Michael, ASC Chair

Nancy Michaels shared. The committee has been working last year or so on replacement policy of grade forgiveness policy. They reviewed it. They did their own study and looked at peer institutions of 23 different university and compared to our policies. Except for UT and A and M that had zero forgiveness, ours was the most restrictive of all. Felt it was time for adjustment to policy. Felt it was something they could enact via the records office so student wouldn't have to contact their advisor. One of the things was to create a policy that could be done automatically. They voted on (eight members) was the policy that was presented in the notes for this meeting. They are recommending it

be adopted for Fall of 2024. They kept the guardrails up for the previous policy but the major changes are that the new policy allows the first grade to be removed if D or F 9 same as old policy but now are allowing an unlimited number of course instead of just two but only if second grade is higher than the first. If student got F first time and C first time they could grade forgive. If they got Two Fs and a C, an F would not replace an F. Second expansion is allowing only one of 4000 level class. [see notes]. It had left the transfer students out of the picture. That is the proposal. The catalog language is set up as course repeat policy and then grade forgiveness policy. This will replace all of that language. All students enrolled starting Fall 2024 can take advantage of the new policy going forward even if they started in a previous catalog year. Sunset old policy. Limitation to implementation which will take coordination and processes in community standards is that a provision is that a grade that has been received as result of ethics violation would not be removed from a GPA calculation. Nancy asked if questions.

Luis Rosado said they debated the terminology. They found “Grade improvement policy” offensive. They used that because all the other words had been used. As at other universities it is part of the repeat policy. “Course repeat policy”. They tried to use language of subsequent attempt. Kimberly Tate shared what the current repeat process is. They’ll be able to put in that middle step if a student will benefit from getting the better grade. UA member: what happens after that letter goes out? Kim: Cannot retroactively change. Brown: A student gets an F and is now on probation (automatically). This repeat you are still on probation. When you take that course again, that is when this policy is relevant. Doesn’t change status until you’ve repeated. So student repeats it and gets an A. That F will be removed from GPA and an A will be into the GPA calculation. UA member re-asks question. What if they find the policy after as part of an appeal process? (They get dismissed and discover this policy.) Kim responded: the course has to be taken for the first time in Fall 2024 or thereafter. If they have a first attempt before fall 2024, this does not come into play. Nancy responded: the student is dismissed according to current situation up to individual dept if they want to over-ride that dismissal. Ashley Purgason: this may be raising questions of things we may wish to look at in the future. Once a student is on dismissal and want to come back early. Each college is allowed to determine will even entertain early admission from dismissal. A lot of colleges work with student success to look at these on a case-by-case basis. In theory the current practice can handle the situation brought up to allow a course repeat. Andy Milson: can a bullet point be added “if a student is dismissed, there is no longer an opportunity to repeat a course?”. Nancy: it doesn’t change academic standing. The repeat is just available to them after they service their dismissal. UTA does allow students to come back from dismissal. After they come back they would be allowed to do that. Kim: that is what is in play now. If they are on dismissal they have to return to the university. Allison: echoing putting a sentence e.g., on the website that dismissal is a separate thing they are dealing with. If ti happens at the exact same moment. Nancy pointed out policy: “Grade changes made after...” (last bullet point in policy). Brown: What people are asking for is to state that more directly. Nancy: we can wordsmith it to make it more clear. Jeanean Boyd: Some departments allow early return from dismissal and some don’t and that is inconsistent.

Nancy Michaels: this fits neatly into academic standing so they will look at that.

Ashley Purgason: One more piece of context, some students that fall below certain GPA thresholds, they will get a letter of re-admittance and advisor will say “You can’t be in the major anymore.” Not giving them a clear path to transition. These policies will inform the practice.

Question from CONHI UA member: Can a college opt out of this policy? Nancy said “Individual colleges and schools may limit this policy.”

Question from UA Member: Does this change the number of times a student can retake a course?

Nancy: That was never a limit and we did not add a limit. One of the things she looked at: a student can only take a course twice. Some had financial penalty if taken a third time. Texas legislation only allows for two repeats. Kim Tate confirmed that is correct—does not charge for multiple attempts.

Jeanne Boyd: That is also a disparity to students if the univ “eats it”. Brown: That is something we can look at.

Question from UA member: if we ask them to pay extra that is enough of an incentive to pass the second time....?

Ashley Purgason: There is room when the AS committee, we have room to have a little more compassion in our policies in a lens of student success. There is opportunity when those policies get looked at.

Zheng Wang asked: Why student failed that class...Could be they didn't make the finals. Is there possibility for students to repeat the course? Nancy: That is up to the instructor.

The whole idea is that the policy is enacted at the time the grade posts.

Motion from Nancy Michael. Move to accept the committee report.

Nelson Gomez-Torres seconded.

Approved unanimously. Motion carries.

I. In Favor: ALL

II. Opposed: 0

Abstain: 0

Dr Brown gave an extra special thanks to the committee for this work.

New Business

Election of UA Officers: Secretary, Parliamentarian Tamara L. Brown

Term for secretary is two years. Term for parliamentarian is one year. Every other year for secretary. Normally she does secret ballot. Kim brought paper. Write down our nomination. Peggy Semingson gave the affirmation to continue as secretary for a term of two years. Allison self-nominated for parliamentarian. No one else was nominated for parliamentarian. Unanimous for Allison Tomlinson for parliamentarian for the designated term of one year.

International Admissions Items Sebastian Fuentes (Admissions) Jay Horn (OIE)

Jay Horn shared about this policy. Several months ago they saw the need to bring into alignment. They looked at nine peer institutions and what countries were waived the requirement for ELP. They have a list of 23 countries they are proposing to add to the list of countries to be waived. In May Jay spoke at a conference in South Africa and one recruitment fair in Kenya, a student asked if they required TOEFL, and he said yes. Decided to look into it and process started. Second part of the proposal involves waiving if they earned a degree....third point of policy if IB, etc. (American or British curriculum). Caveat: this proposal wouldn't take away the college to require testing if there

was a need for a higher level. E.g., Linguistics requires 600 instead of 550 on the TOEFL. For GTA's there is an expectation for students to have a higher level of ability to communicate. We all had a copy to review (Hard copy). "Any questions?"

Luis asked why Philippines they speak Tagalog and Spanish> Jay: the gvmnt language is English and education is primarily in English especially for secondary schools. Jay: 23 they made their own list—higher consideration for regional peers e.g. UT Austin and UT Dallas. Philippines and Papua new guinea not questionable.

Luis: You have one territory, US Virgin islands, what s the status of Guam and Puerto Rico. Jay: What we are looking at is what others have experienced. Many of these peer institutions and aspirational they have had these in place for a very long time. PR, primary language was Spanish. Jay: if this proposal meets approval they put in place assessment to see if this change impacts ability or student success.

Nancy Michael: UG have a TSI requirement. Coordination. How do we coordinate that with TSI for some people? Is it something that needs to be coordinated? Ashley Purgason: she can visit with Jay about that offline. TSI is driven by state law. Nancy: In admission process needs to be clear to student they have to take those tests. Before they are accepted....they should have to take those tests so they know their status when they come in, e.g., students who are not TSI compliant. Ashley: the law is literally language in the law it is not up for interpretation. We cannot use TSI related to admissions at all. What they do have room for improvement is the way they inform the students. They are working on this very process (DSS and enrollment management). Jay: is there an option to take TSI online? Ashley: yes.

Kim Tate: #2 is specific to graduate international students- Jay: these are additions to the policy. Kim: waiver only to graduate students (#2 at the bottom). Jay—would apply to anybody (people who have earned a degree). Jay—would it better to delineate between associates, bachelors, master's? Kim—yes.

Nelson Gomez points out about Puerto Rico and language of instruction.

Nancy—what about Duolingo? Jay Horn—it doesn't have a spoken component. That is the current policy of enrollment management.

Owen Parker made a motion with noted changes. To clarify point 2 at bottom of first page to clarify what kind of degrees are being talked about. Second by Andy Milson. Jay Horn—when assessments are done with these programs they indicate the language of instruction on the transcript.

Vote:

Approved unanimously. Motion carries.

I. In Favor: ALL

II. Opposed: 0

III. Abstain: 0

Lin Larson, College of Engineering

Adjournment Tamara L. Brown

We are at our time. We are adjourned at 3:33 pm.

Approved unanimously. Motion carries.

IV. In Favor: ALL

V. Opposed: 0

Abstain: 0

**Details regarding agenda items have been posted online for Assembly members to review.*

Respectfully submitted, Peggy Semingson, College of Liberal Arts.