

MINUTES

March 28, 2023

UNDERGRADUATE ASSEMBLY

The Undergraduate Assembly met in regular session on Tuesday, March 28, 2023, at 2:15 p.m. on Microsoft Teams in-person, Trinity Hall, Room 104. The meeting was called to order at 2:22 pm.

**Attendance**

Dan Cavanaugh (dean of COLA) replaced Rebecca Deen in attendance.

Austin Allen	Jackie Fay (ex-officio without vote)	Kaci O'Donnell
Miguel Amaya	Michael Holmes	Owen Parker
Pranesh Aswath (ex-officio without vote)	Darlene Hunter	Lynn Peterson
Shanna Banda	Tom Ingram	Ashley Purgason
Jeanan Boyd	Leslie Jennings	David Rosser
Casey Brown	Pam Johnson	Daniel Scarpace
Nathan Brown	Young-Tae Kim	Peggy Semingson
Tamara Brown	Conroy Kidd (ex-officio without vote)	Aaron Smallwood (ex-officio without vote)
Dan Cavanaugh	Catherine LeBrenz	Amber Smallwood
Paul Conrad	Rebecca Lewis	Carter Tiernan
Monica De la Fuente Iglesias	Nancy Michael	Saibun Tjuatja
Sergio Espinosa	Laura Mydlarz	Allison Tomlinson

NOTE: Laura Kunkel from CONHI spoke about the athletic training program but she didn't formally sign in on the attendance but she was present at the meeting.

The Undergraduate Assembly met in regular session on Tuesday, March 28, 2023 at 2:15 p.m.

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

Dr. Brown greeted the Undergraduate Assembly and began the meeting at 2:22 pm. She thanked the assembly as part of the shared governance process to make sure that what UA puts forward is the best it can be. She wants to acknowledge how challenging the semester is as we make the mad dash to commencement.

**Approval of January 31, 2023 Minutes (attachment) Tamara Brown**

The first order of business is she asked for any corrections or omissions to make to the previous January 31 meeting minutes. She entertained a motion to accept as printed. Miguel Amaya made a motion and Catherine LaBrenz seconded.

**Approved unanimously. Motion carries.**

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

### **Undergraduate Curriculum Committee (attachments) Tom Ingram, UCC Chair**

Tom Ingram shared what is happening in UCC. Tom introduced himself as UCC chair and he reminded the UA assembly that they have three scheduled meetings and one additional special meeting that will be reported today for a total of four meetings. This is one where they see the majority of the catalog changes. Tom commended everyone on the UCC committee. They are very well supported and represented across the university.

First, program proposals were shared. There were two fast-track and one brand new one and also two certificates. He wants to look at the two fast-tracks and vote on those separate. If college units rep are here they can speak to that.

First one is from COBA: Fast track program for MS in Marketing (MSMR) Program in marketing research. It is an undergraduate to graduate program. Tom Ingram asked Pranesh Aswath to update where they are. They are doing their part on the undergrad side. It is passed contingent on what happens with the Master's program.

Second, Fast-track Bachelor of science in Exercise science to Master of science in athletic training (3+2 BS Exercise Science to MS Athletics training program). This is in CONHI.

Question: Should COBA be doing a Master of Science. Pranesh said no, Master's of science doesn't have to be in science. Tom Ingram reminds all these files are attached to the Undergraduate Assembly agenda in Teams. Someone from CONHI added that graduate curriculum meeting last week and is going to Grad Assembly next week. The GCC recommended they call it 3+2 and not fast track. That recommendation came from Joe Jackson in the graduate school. Tom Ingram reminded all it is contingent at the graduate level. Pranesh--if we pass it the way it is right now, it needs to go back to the graduate CC. (Caveat: materially there is no structural change in the curriculum). CONHI representative: they want it to be a little higher requirement. Normally 3.0 but 3.3 for this program to get in the graduate program. Asking for graduate hours to count for undergraduate degree. They aren't replacing any core or major requirements—57 credit hour Master's degree. Pranesh asked how many grad hours would count for undergrad degree—answer is 23 hours. Additional 34 grad hours on top of that. Laura spoke from CONHI. Question: would UG degree be conferred separately? Yes, in year 4, UG would be conferred. Question: This is a big jump. Is this an acceptable thing to do? Amber Smallwood responded: Rebecca Lewis has been part of the conversation looking at this program. Because of required size of Master's program and along with peer institutions in state of Texas having similar programs (3+ 2), they determined that would be acceptable. Some questions still linger: what does their schedule look like senior year and how does that impact financial aid if they are considered an undergraduate student but they are in graduate coursework? She has an email out to colleagues to get some technical questions answered.

Tom Ingram recommends we vote separately for MSMR program MS in Marketing Research MSMR program:

Dr. Brown brought it forward for a vote.

Tom made the motion to accept as is:  
Lynn Peterson seconded.

**Approved unanimously. Motion carries.**

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

Tom brought to the UA attention again *for the Exercise Science 3+2 and made a motion that it be approved in principle subject to graduate approval. He reminded us that UCC approved it in principle subject to graduate approval.*

Paul Conrad seconded the motion.

Someone asked again about switching the name. Laura Kunkel said that Joe Jackson recommended it be called a 3+2 program. Pranesh said the only confusion he had was it implies 3+2 you are getting a degree at the end of the third year and that's not the case here. Laura reminded that it's like that at other institutions. Dr. Brown suggested that it's not necessarily earned at the third year. She asked for others input. Dr. Brown asked Rebecca Lewis if any changes need to be made. She said not with what we are calling it. She said the comparison with other institutions is a key comparison. SACS says unlimited number but they don't specify. Making sure we are in line with other institutions is key. Sergio Espinosa: how popular are these programs at other institutions to get a context? Laura Kunkel said in athletic training, there are 16 Professional Master's programs and 10 offer a 3+2 option. They vary in terms of credit hours—some are more and some are less than us. In some cases, they don't graduate until their fifth year. Dr. Brown—is 23 a magic number? This is in the ballpark in the center. Lynn Peterson—how many hours in the undergraduate degree? The UG coursework is between 97-98. Dr. Brown—so doing this, does that push the UG degree above the 120-credit hour mark? And the answer is no it won't do that. Paul Conrad—the confusing part is the 3+2. Dr. Brown—the number indicates the marking point for significance. Laura—the accrediting body won't let them use the 4+1 language because the athletic training program says has to be a two-year program. Fourth year is an overlapping year.

Amber Smallwood--There is still a structural issue so that students were not overwhelmed in graduate coursework in their undergraduate. Dr. Brown—the issue with the hours has to do with the advanced level of courses—the work demand is such that nine hours is all you can handle. This is a question of leveling. Laura added it is a cohort-based program and course sequencing is same for students year-round. Question: if you are talking about financial aid does it impact health insurance? Laura-not sure. Most are still on their parents. Question: if a student is classified as an undergraduate, they have to meet the UG full time requirement? This student would be classified as an undergraduate until they meet the hours? Jeanean Boyd—nursing is 12 hours even in the summer. Amber Smallwood-they could explore might there be a way to bring in 2-3 UG credits that would have been taught in the first 2-3 years into the curriculum if it makes sense to address those issues around enrollment. She has an email follow up with these

questions. Pranesh—this brings up issues if you are holding back undergraduate courses for later. Amber—students in fourth year, finishing—the fourth year is the program. Paul Conrad—other universities face the same issue—how are they handling the fourth-year credit hour? Laura K—good question. Our program, students mainly take 10 hours. In some cases, there may be students not on a full financial aid package. Dr. Brown—is it premature to be voting on it at this time. Concern that we may need more information.

Dr. Brown—the vote will reflect that concern. Dr. Brown—we have a structural issue in how this body convenes that creates a predicament, as well. There are a lot of things that are intended for a fall start. Issues may be solvable by a fall start. Paul Conrad—a frustrating thing is a matter of resolving things about credit hours in the senior year. Pranesh—vote on the curricular issues that we need additional information to resolve these issues. We don't have the answers today. There are boxes that have to be checked. This is not the final say. We will have to be sure we are not setting anyone up to fail. Conroy from registrar's office—we have 100's of courses to schedule and two days to do so he appreciates brining the timeline forward. Recommendation to have a financial amendment (Austin Allen) Tom Ingram responded: "there is no such thing as a friendly amendment.". Tom Ingram said there is a motion on the floor. Sergio Espinosa—what is what we lose by not voting now? Dr. Brown said the program would be small but they are losing students to these programs. She doesn't have an exact number of a statistic—maybe 20-25 area high school students.

Shanna Banda—curious to logistics. If we tabled the motion could we vote via email or in Teams? Shanna made a motion to table it for a month, table until April 28 that is a week day. We would vote on April 28 or before via email on Teams. Seconded by Owen Parker. That is the tabling motion before us. Dr. Brown asked for any discussion on that. Someone asked does that leave them for in actionable offices. Conrad said they can't publish until approved. They don't publish until June 1. Amber—they could do a mid-year catalog addendum.

Voting to table

**Approved unanimously to table.**

**I. In Favor: ALL**

**II. Opposed: 0**

**III. Abstain: 0**

Laura said they are tabling to make sure questions are answered. Dr. Brown until questions can be answered. And also change title to 3+2. Laura asked what all do you need to know: Pranesh and Dr. Brown suggested questions of graduate hours during that one year, title of program, adding nuance of hours.

Jeaney Boyd: since it is a cohort type of program, a clear degree plan. Dr. Brown added also the question about the health insurance. You have to be a full-time student.

Next up is Bachelor's of Applied Arts and Sciences. Dan Cavanaugh gave a brief overview. Dan shared it came from the provost's office. They have been working to put this program together. If they have applied arts and sciences associate degrees they will apply to UTA. Not the type of degree that prepares you for graduate school. Catalog language—can't be in this program and

then transfer to BA or BS degree without reapplying. He asked if there are any questions. Question: Jeanene-what does it prepare them for? Dan—it's a workforce preparedness type of degree. These are core skills employers say they need. There are fewer theoretical courses. There are 9-10 of these in the state of Texas. This will attract a different set of students. There are prerequisites to get in. Question: Are classes at community college level so different from what they would take here. Could they be recruited for other programs in COLA? Dan—unlikely they would come in as core complete. If they don't have those core courses they would have to take them here. Pranesh—WECM courses are not offered here. They accept those in University Studies. Laura-what they talked a lot about in UCC was university studies. Ashley Purgason said she would discuss similarities/differences type of thing. They accept WECM credit. Many community college students have more than this. A degree like this allows more flexibility than what University Studies (US) currently offers. US are already in good standing with university but may not have a GPA many of the degree programs require. They want to finish their bachelor's. They did a program review two years ago in self-study—there are not insignificant numbers that go on to graduate school. At this moment it's important for a body like this, they have a steering committee. They need to determine will the populations be equally served with a degree like this? IF they proposed sunseting Univ studies would need to be approved by UCC and UA. It's on their mind as a distinct possibility. Tom asked for any more questions. None.

Tom recommends that they present this to be accepted and approved by the UA. Catherine LaBrenz seconded.

**Approved unanimously. Motion carries.**

**I. In Favor: ALL**

**II. Opposed: 0**

**III. Abstain: 1**

College of Engineering, Electrical Engineering,  
Certificate in Electric Propulsion Certificate. Nine hours.

Lynn Peterson explained more about it. Tom asked for questions or comments.

TI: UCC recommends as presented

Second by Carter Tiernan.

Dr. Brown: Any comments before we vote? None. Motion is that we accept. Vote:

**Approved unanimously. Motion carries.**

**I. In Favor: ALL**

**II. Opposed: 0**

**III. Abstain: 0**

Last one from CONHI: Rural Health Nursing in Texas Certificate.

Dr. Smallwood worked with them to get this done. Jeanen Boyd said they have a center funded by the legislature. They have found a need for nurses to understand rural health. Jeanen thanked Amber for her help. TI asked any other comments.

TI: UCC would recommend certificate in rural health nursing in Texas to UA.

Joshua Mason seconded.

Dr. Brown asked if there are any questions. Shanna Banda said looks like two courses are new courses. Are those dependent? So this is dependent on passing those two courses. The certificate be offered and that these two new courses are being approved as well. Ashleigh Purgason asked if this is available online. It's a campus online. It's not part of the AO accelerated online program.

**Approved unanimously. Motion carries.**

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

Catalog changes for making a recommendation to the UA Assembly. He listed the catalog changes and read through the list.

TI makes a motion to UA to approve catalog changes as proposed and submitted in the UA documents. Nancy Michael seconded. Dr. Brown asked if any other questions about catalog changes.

Dr. Brown suggests that this pressure point of meeting and time crunch...

**Approved unanimously. Motion carries.**

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

TI is moving to the courses. From UCC—the course proposals are attached to the overview. In summary: additions of 25, edits of 137 and 2 deletions. Nancy Michaels seconded.

**Approved unanimously. Motion carries.**

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

Pranesh Aswath took over leading the meeting from Dr. Brown.

**Academic Standards Committee (attachment) Nancy Michael, UA Member**

Dr. Michaels put the language for the grade policy into the Teams folder.

Motion: ASC is directed to review the current grade forgiveness policy and taking guidance from UTA stakeholders and current policies at peer/aspirant institutions, recommend a replacement policy, if the current policy if found inadequate. Josh Nason seconded:

**Approved unanimously. Motion carries.**

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

## **Academic Standing Language Update (Early Readmission from Dismissal Process)– Aaron Brown**

Informational item:

Dr. Brown explained that the catalog language doesn't explain about appeals. There is nothing for the person to go back and look at. So, they have updated the catalog language. The proposed language is on the second page. There are no policy changes. They are just clarifying for students, faculty, and staff.

Shanna asked why are there two academic dismissals?

Ashley they have academic warning and academic probation. Nancy-the provost has asked academic standards committee to come up with a set of words that is clear and then the probation status. Aaron Brown reiterated this not a policy change. Ashleigh—for some students they allow the student to come back under a limited set of courses. They can come back but under a a structured approach.

Amber clarified this is not an action item but because it does affect academic standards and standing. Amber would still like to entertain a motion to take up this item for voting consideration. Nancy Michaels made the motion to accept the language as presented by Aaron Brown to clarify. Carter Tiernan seconded

**Approved unanimously. Motion carries.**

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

## **Adjournment Amber Smallwood**

Dr. Smallwood stated that is our last agenda item. We will come back together by April 28 asynchronously online for athletic training agenda item.

The time is 3:59 pm and we are adjourned.

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## **ADDENDUM (late April, 2023)**


**\*\*Addendum from Online Voting on Tabled Motion regarding Exercise Science Program (Undergraduate Assembly electronic vote on the 3+2 BS Exercise Science to MS Athletics training program):**

The undergraduate assembly voted electronically via email using Question Pro on the motion. Dr. Brown made the following motion via email. It was seconded via email by Catherine LeBrenz.

The initial email was sent by Dr. Tamara Brown on April 27, 2023 to the UA body:

Members of the Undergraduate Assembly,

At the March 28, 2023 meeting of the Undergraduate Assembly, the assembly voted to table the *Fast Track BS in Exercise Science to MS Athletic Training* to allow the Department of Kinesiology to gather additional information for the proposal. That motion indicated the Undergraduate Assembly should conduct an electronic vote on or before April 28, 2023.

An updated version of the proposal is in the Undergraduate Assembly Teams folder:  [BS EXS to MSAT 3+2 Proposal FINAL.pdf](#).

If a voting member of the assembly wishes to make a motion on the proposal, please do so by responding to all on this email with the motion; a member wishing to second to a motion should do the same.

Thank you,

tlb

Tamara L. Brown, PhD (she|her) [What does this mean?](#)  
Provost & Senior Vice President for Academic Affairs  
The University of Texas at Arlington

The following follow-up email was sent to the UA body on Thursday, April 27, 2023 from Dr. Tamara Brown:

Good Morning!

There is a motion and a second to accept the 3+2 BS in Exercise Science to MS Athletic Training program proposal. This puts the proposal before us for discussion and vote. To open discussion, let me briefly share where we are with this program proposal.

The proposal has been updated by the Department of Kinesiology since it was considered at the March 28 Undergraduate Assembly meeting to include the following information:

1. Updating the program name from “Fast Track” to “3+2.” This naming may need to be revisited in the future but does differentiate this program proposal from UTA’s traditional “Fast Tracks” which allow up to 9 SCH of graduate course work to be applied to an undergraduate degree while not violating the M.S. Athletic Training’s accrediting body which does not allow these programs to be referred to as “4+1.”
2. Program plans that demonstrate how undergraduate students can maintain full-time enrollment status until formally matriculating into the master’s program.
3. Justification of allowing students to take up to 10 graduate SCH in a term in addition to undergraduate hours.



The Offices of Financial Aid, Student Accounts, and Registrar as well as the Dean of the Graduate School have been consulted on the updated proposal and have no concerns or objections. The Graduate Assembly voted on April 6 to recommend the original proposal with the updated 3+2 naming.

If there is further discussion of this proposal, please reply all to this email thread. A vote will be taken via electronic ballot emailed to voting members of the Undergraduate Assembly; voting will close at 5pm on Friday, April 28 and the result will be shared shortly after that time.

tlb

Tamara L. Brown, PhD (she|her) [What does this mean?](#)

Provost & Senior Vice President for Academic Affairs

The University of Texas at Arlington

*Motion on the floor: Approve the revised proposal for the 3+2 B.S. Exercise Science to M.S. Athletic Training program.*

The survey closed on Friday, April 28, 2023.

**The QuestionPro electronic survey on this motion had the following results:**

**Aye/yes: 29 votes**

**No: 0 votes**

**Abstain: 1 vote.**

**Motion carries and is approved.**