

MEZCOPH Education Committee Meeting**Final Meeting Minutes****September 6, 2023**2:00 – 3:00 pm, DRACH-A326 and Zoom: <https://arizona.zoom.us/j/86255483666>**Committee Members Present:**

Anaiz Acosta, Mariah Alberty, Kim Barnes, Lyn Durán*, Danielle Embry, Courtney Faryab, Melanie Fleck, Joe Gerald*, Laura Gronewold, Beth Jacobs*, Nicole Johnson, Paul Hsu*, Aminata Kilungo*, Katie Lupo, Monica Muñoz, Velia Leybas Nuño (Chair)*, Samantha Pierce, Kristen Pogreba-Brown*, Amanda Sokan*, Michael Tearne, Gabriela Valdez*, Abba Versace, Nicole Yuan*

Committee Members Absent:

Luis Benitez, Chris Cutshaw*, John Ehiri (ex-officio), Lauren Erdelyi*, Elsa Loya, Ashleigh Pendleton, Niraly Patel*, Derek Smith*, Terry Urbine*

* voting member

Meeting Recording: https://arizona.zoom.us/rec/share/3g1sCZXli-A9Jgv-0mPyioXITPQ0mAjXMrOlspMX-bfcZ3PzgEt8WRO5lgbWVHs.D5_o6hP16075_3Pz?startTime=1694032969000

- **Announcements:**

- Introductions (*Velia Leybas Nuño*)

Dr. Nuño introduced and welcomed Dr. Paul Hsu, Program Director for Biostatistics, to the Education Committee. Luis Benitez is the new data analyst and will also be joining the committee.

- Academic Affairs Updates (*Danielle Embry*)

- Curricular Affairs Update: AY 2023 Deadlines



Curricular Affairs
Deadlines (1).pdf

Danielle shared upcoming dates and deadlines for new and modified courses and programs. UA requires a preliminary proposal to be submitted by October 1st for all new Fall 2024 undergraduate and graduate majors. The preliminary proposal must be approved before a full proposal can be submitted to UA.

- New Courses and Programs



Course and
Program Updates_9_

Danielle shared new courses and programs launching in fall 2023. There are currently 6 courses under review by the University Wide General Education Committee.

- Fall 2023 Course Enrollments



PIT
Comparison_Fall 2023

Danielle reviewed fall point-in-time course enrollment for the last three years. Undergraduate enrollment has increased.

Comments from the committee:

- The increase in undergraduate course enrollment is coming from students outside the college taking our courses for Gen Ed or as major electives. The number of declared undergraduate majors has not increased.

- **Consent Agenda:** (*All voting members*)

- Minutes Approval: August 2, 2023 meeting



2023_8_2 Education
Committee Meeting

The Consent Agenda was seconded and approved by a vote of 10-0.

- **New Business:**

- Discussion Item: Artificial Intelligence & Writing: update on AI Faculty Learning Community (Laura Gronewold)



Summary Present to
Education Committee

Laura presented outcomes from a Teaching Writing with Generative AI Faculty Learning Community she attended this summer. It is recommended that faculty advise students not to enter confidential information into an AI prompt, include a clear policy on the syllabus, and include lesson plans that model acceptable AI use in the class.

Comments from the committee:

- AI writing is also being submitted to peer-reviewed journals with many factual errors. If the reviewers are less knowledgeable about the subject, there is a concern about what may be published in the future. This is a good example of an issue that can be discussed with students.

- **Future Business:**

- The committee would like to discuss college-wide admissions and recruitment initiatives, in particular how Program Directors and faculty can work with OSA to support these efforts.

Anaiz Acosta will prepare and present an overview of current recruitment activities to the committee in October. *

- **Other Business and Reminders:**

- The TA policy discussion is tabled until the October meeting. John Ehiri is gathering data from HR and the finance office to inform the discussion. *

Meeting adjourned at 2:44 pm.

Next Scheduled Meeting Date: October 4, 2023 , 2:00 – 3:00 pm, DRACH-A326 or Zoom

***Action Items:**

- John will work with MEZCOPH HR and Finance offices to gather TA data from past semesters. He will present this, along with the current TA process/policy, at the October meeting. *(John Ehiri)*
- Anaiz Acosta will prepare an overview presentation of current recruitment activities for the October meeting. *(Anaiz Acosta)*

Changes or corrections to the minutes may be submitted to: *Danielle Embry, Coordinator, Academic Curriculum and Faculty Affairs*