

UGC Full Meeting Minutes
August 25, 2026
Bear Down 302 and Zoom

Minutes compiled by Ryan Winet

Attending: David Garcia; Katie O'Brien; Lauren Acosta; Chris Sanderson; Sharon Aiken-Wisniewski; Alex Underwood; Kirssa Cline-Ryckman; Christopher Domin; John Kramkowski; Allyson Roof; Michelle Halla; Andrew Kemp-Wilcox; Kian Alavy; Melanie Madden; John Leafgren; Stephanie Capaldi; Amy Kimme Hea; Justine Shluntz; Katy Prudic; Lauren Acosta; Erin Riesgo; Esteban; Emily Jo Schwaller; Caleb Simmons; Alison Lee; Claire McLane; Tejal Parikh

Call to Order

The meeting was called to order at 3:30PM.

Welcome Message from the Chair (Allyson Roof, UGC Chair)

The Chair, Ally Roof, introduced herself and provided a brief overview of the Undergraduate Council:

- UGC is a shared governance group;
- UGC's focus is undergraduates;
- UGC contains two subcommittees: the Academic Programs Subcommittee and the Curriculum & Policies Subcommittee;
- Most of the items that UGC reviews come from the subcommittees;
- Some of these items require review and some require more deliberation.

UGC meets every other Tuesday, alternating between full committee and subcommittees. Members will receive a link to an agenda and will use BOX for documentation storage. Members were encouraged to reach out if they needed assistance.

Introductions

Attendees made their introductions. Kirssa Cline-Ryckman will be representing Rob Groves (UWGEC Chair) as his proxy at UGC meetings.

Reports

Academic Affairs Report (Amy Kimme Hea, Interim Vice Provost for Academic Affairs)

Interim Vice Provost for Academic Affairs Amy Kimme Hea introduced herself and expressed gratitude for being in her new role.

Amy will be meeting with the AZ Transfer and ABOR subcommittee on Sept. 3 and will provide more information to UGC at the next full meeting.

Arizona Online Report (Caleb Simmons, Vice Provost for Arizona Online)

Vice Provost for Arizona Online Caleb Simmons introduced himself.

Over the summer, the U of A hired a new SVP for online education, overseeing both Arizona Online and the University of Arizona Global Campus. Caleb recognizes there are questions about integration and will bring back relevant items regarding online campus changes as they emerge.

Office of the Registrar Report (Alex Underwood, University Registrar)

University Registrar Alex Underwood introduced himself. The Census is September 14, providing an official count of the number of undergraduates attending the U of A in the Fall semester.

Over the summer, in a reorganization, Health Sciences joined the Registrar's office. The Health Sciences team will be retained and are working to integrate practices. A question was raised: Will HSIB scheduling now be centrally scheduled? The answer is yes but many of the details, such as separate deadlines, are being worked out. Additionally, many colleges prefer to have classes in a particular area of campus to be closer to residence halls.

Modern Languages 350 has been renovated.

A question was raised about a "population cliff" and how the U of A is fairing. Alex answered that there are demographic challenges that all universities in the U.S. are facing and also state-specific challenges. The U of A has changed its enrollment strategy in response to these broader challenges, such as welcoming a smaller incoming class that better scales to our resources.

Academic Advising Report (Sharon Aiken-Wisniewski, Assistant Vice Provost for Academic Advising)

Assistant Vice Provost for Academic Advising Sharon Aiken-Wisniewski introduced herself. Sharon explained that it had been a busy and full summer with orientation.

Sharon introduced the new Mandatory Milestone Advising Program (MMAP). Last year, several task forces, advisory boards, and committees met to think about how advising could be reimagined at the U of A. In the Strategic Academic Advising Group, committee members proposed advising in a strategic way with points of contact. Research shows interaction with an academic advisor improves retention and completion.

Students have been informed about MMAP and will be moving to one-on-one advising appointments soon. Participating in at least one advising-focused group expiring during the first semester.

University-Wide General Education Committee (Kirssa Cline-Ryckman as proxy for Rob Groves, UWGEC Chair)

Kirssa Cline-Ryckman introduced herself as Rob Grove's proxy. Because of a class scheduling conflict, Rob will not be able to attend UGC meetings this semester.

Kirssa informed the committee that UWGEC had their first meeting last week. UWGEC subcommittees are up and running. Kirssa shared the UWGEC orientation guide. There are not too many courses currently in the queue.

Ally added that UGC had collaborated significantly with UWGEC on general education policies last year and complimented the UWGEC orientation guide.

Subcommittee Reports

Academic Programs Subcommittee (Christopher Domin, APS Chair)

APS Chair Chris Domin shared the duties of the subcommittee with UWGEC and the accomplishments of the subcommittee last year. He explained to members that they were encouraged to attend in-person and that meetings take an hour and a half once a month.

Curriculum & Policies Subcommittee (Christopher Sanderson, CPS Chair)

CPS Chair Chris Sanderson shared the duties of the subcommittee with UWGEC and the accomplishments of the subcommittee last year.

Undergraduate Council Report (Allyson Roof, UGC Chair)

UGC Chair Ally Roof explained that each member represents a constituency, a responsibility which requires advanced planning and communication before meetings. Ally shared the UGC Procedures & Member Responsibilities document, which includes a modified version of Robert's Rules to reduce confusion.

Subcommittee selections

Returning members were asked if they preferred remaining in their current subcommittee appointments. New members were asked about their preferences for APS or CPS.

A final roster for both subcommittees will be forthcoming.

Meeting adjournment

The meeting was adjourned at 4:30PM.