Minutes
Wednesday, March 18, 2020
8:15-9:45am via Zoom


Absent: P. Dourlein, S. Keim, I. Kron, J. P. Roczniaik, S. Troutman

Observers: C. Henderson, R. Miller

Presenters: Brent White, Vice Provost, Global Affairs

Call to Order
Co-Chair Brummund called the meeting to order at 8:16 am

Approval of the Minutes of March 4, 2020
The March 4, 2020 minutes were approved.

Discussion Topic: Study Abroad Program, Brent White, Vice Provost, Global Affairs
White presented to the committee regarding the UA Study Abroad Program’s objectives and goals, specifically the plan to become the national leader in study abroad by providing a seamless study abroad experience focused on academic quality, financial accessibility, and inclusivity.

White discussed the need to triple the number of students on faculty led programs and also increase the number of students on exchange programs six-fold. He indicated UA has one of the largest study abroad programs in the nation but is not ranked within the top 10.

White provided information about 2018-19 faculty led programs including:
- 762 students on faculty led programs; approximately 80 faculty led programs annually (majority in summer
- No RCM revenue passed to colleges or departments; No institutional aid to students
- 35% of programs had 5 students or less and 60% had 10 students or less

Included in the presentation were details on the 2018-19 fee-based study abroad budget model including:
- Students pay all direct costs, plus fees
- $600 fee to SASE for summer, plus $500 fee to department
- $1,500 fee to SASE for a semester long program, plus $1,000 fee to department
• Fees are often discounted for small programs
• Total of $1.1 million in SASE fee revenue with approximately $2.6 million in non-passthrough SASE costs

White informed the committee of changes to the study abroad model. Going forward, institutional aid will be allowed for all UArizona programs and all programs will be tuition based. A 12-student minimum will be put into place for budgets “mock-RCM” will be enforced. There will no longer be study abroad fees and non-credit potions will be allowed with no tuition and low costs. Details of the customized programs financial model were also presented, including:
• Students pay UA tuition ($200/credit hour) and colleges receive net $200/credit hour
• Colleges/Departments may subsidize budgets at lower enrollment levels or run as departmentally managed programs
• Colleges/Departments are responsible for cost of instruction, including faculty salary and ERE
• Matching scholarships from Global (up to $750 per 6 credits) to bring in line when there are increases in tuition model

White presented information about Arizona Abroad sites which will create dedicated study abroad sites for 2,000 students annually. He indicated these sites will be a UA partnership with an institution abroad and students will pay UA tuition, earn UA credits, and receive UA financial aid. The financial model for these sites will involve:
• $1000 enrollment fee distributed to colleges
• $200/credit hour when UA faculty teach the course, colleges will receive $200 net per academic unit
• $100 “direct credit fee: Departments receive $100 per 3-unit course when the UA department pre-approves the partner course as UA direct credit. This fee would be paid every time a student takes the pre-approved course.

Committee members asked questions regarding the “mock-RCM” and White indicated funds will flow outside the normal RCM and will be collected and flow immediately based on calculated net payout to colleges. Members expressed concerns about the impact of Coronavirus on study abroad summer revenues. White indicated students have been pulled back from certain programs and he is anticipating a revenue shortfall.

Members further discussed the approval process for new study abroad programs and White expressed Study Abroad does not “own” programs and there is no approval process. He indicated Study Abroad has resources available for departments to determine budgets, find resources, and if billing is handled through Study Abroad, a minimum of 12 students will be required.

Updates

President Robbins
Robbins updated the committee members on the Coronavirus after meeting with Governor, healthcare and hospital leaders. He expressed optimism and was impressed with the progress in switching to online instruction. Robbins gave an update on negotiations with Banner.

Liesl Folks, Senior Vice President for Academic Affairs and Provost
Folks updated the committee on the roll out of online classes and anticipated issues. Online courses were deployed by a team led by Associate Vice Provost, Office of Instruction/Assessment, Lisa Elfring in coordination with a technical team from the Office of Digital Learning and UITS.
Folks outlined upcoming challenges with determining ways to best support students who are in locations without reliable internet connectivity. Students with issues are referred to the Disability Resource Center for accommodations.

Folks also informed the committee UA is expecting no more than 500 students to be living in campus dormitories (those who have no other accommodations available). She stated UA has dormitory space for 8,000 resident students and during this time there will be no shared rooms, no shared bathrooms and a process for self-quarantine will be rolled out as needed.

Commencement issues were addressed by Folks who informed the committee the Presidential Events team is reviewing different models for celebrating students.

Committee members asked Folks questions regarding the tenure and promotion process. Folks expressed the tenure process guidelines will accommodate current circumstances adequately and anyone up for tenure next semester has already developed documentation needed. President Robbins indicated favoring a “blanket year” delay in the tenure process. Folks will take this idea to Faculty Affairs for feedback.

Betsy Cantwell, Senior Vice President, Research and Innovation
Cantwell updated the committee on sustaining research activities during the Coronavirus, noting that revenues from research do not face the same financial shortfalls as other parts of UA. RII will continue to plan for future bids and growth.

Steven Moore, Senior Vice President, Chief Marketing/Communications Officer
Moore informed the committee about the consolidation of messaging and ensuring the correct information reaches audiences at the right time. He updated the committee on Trellis and social marketing cloud, both of which have been brought online to assist with messaging.

Lisa Rulney, Senior Vice President for Business Affairs and Chief Financial Officer
Rulney informed committee members that morale remains good despite signs of anxiety. She is working to build forecasts to project impact of the Coronavirus and the outlook is grim. She is asking for cooperation with units to curb expenditures as much as possible and will be doing the same with central administration with the intent of signaling UA will maintain financial health with significant changes.

Rulney also provided information on financing the UA mission and the impact of changes to the mix of resident, non-resident, and international student tuition revenue. Members were informed Rulney is modeling multiple scenarios and adjusting on a daily basis as new information is made available. Senior Associate Vice President / Chief Budget Officer, Office of Budget and Planning, Kathy Whisman, is also iterating a model that will show the impact of the virus and the expected impact on fiscal year 2021. Rulney expressed the consideration of extraordinary measures with the UA workforce, including a possible hiring freeze and a focus on operational efficiency.

Rulney asked the committee to advise on communication channels, methods for increasing efficiency, reducing costs, and identifying new opportunities. Members posed questions to Rulney regarding a group of faculty advisors. She has consulted with Chair of the Faculty, Jessica Summers, who stated leaders will be available at the April 6 Faculty Senate meeting to address faculty concerns.

Helena Rodrigues, Vice President, Chief Human Resources Officer
Rodrigues informed the committee UA is not in a full closure and reiterated health and safety are the highest concerns. She encouraged everyone in a manager/supervisor role to exercise flexibility and stated everyone who cannot work remotely or to full capacity is to use university release when recording time. She also encouraged employees to contact HR regarding specific circumstances that may be challenging. She also encouraged department heads and managers to report abuse of attendance policies or university release.

Adjournment
The meeting was adjourned at 9:48 am.