

Utah Valley University Board of Trustees Meeting
January 23, 2020
4:00pm SC 213c

Tab	Agenda	Notes
	<p><u>I. Action</u></p> <p>1. In Memorium Resolution: Aileen (Hales) Clyde, <i>James Clarke, 1st Vice Chair</i></p> <p><u>A.</u> 2. Policies</p> <p style="padding-left: 20px;">a. Policy 152 Accommodations for Individuals with Disabilities, <i>Kyle Reyes, VP of Student Affairs</i></p> <p style="padding-left: 20px;">b. Policy 153 Americans with Disabilities Act (ADA) Grievance Process, <i>Kyle Reyes, VP of Student Affairs</i></p> <p style="padding-left: 20px;">c. Policy 160 Animals on Campus, <i>Kyle Reyes, VP of Student Affairs</i></p> <p><u>B.</u> 3. Academic Programs, <i>Wayne Vaught, Provost and VP for Academic Affairs</i></p> <p style="padding-left: 20px;">a. Addition of AA/AS in Humanities and Social Science</p> <p style="padding-left: 20px;">b. Addition of BA/BS/Minor in Anthropology</p> <p style="padding-left: 20px;">c. Addition of BS/BA/Minor in Sociology</p> <p style="padding-left: 20px;">d. Deletion of BA/BS Behavioral Science</p> <p><u>C.</u> 4. Health Professions Building Annex, <i>Val Peterson, VP of Finance and Administration</i></p> <p><u>II. Executive Session</u> <i>(To strategically discuss character, professional competence, or physical or mental health of an individual and litigation which is pending or reasonably imminent.)</i></p> <p><u>I. Action (Continued)</u></p> <p>5. Honorary Degrees, Cameron Martin, VP of University Relations</p> <p><u>D.</u> <u>III. Consent Calendar</u></p> <p>1. Minutes of December 5, 2019</p> <p>2. October and November 2019 Investment Reports</p> <p>3. Institutional Discretionary Funds 2019-20 Budget Revision II</p> <p><u>IV. Information</u></p> <p>1. Committee Reports</p> <p style="padding-left: 20px;">a. Academic Affairs, <i>Trustee Paul Thompson, Chair</i></p> <p style="padding-left: 20px;">b. Audit Committee, <i>Trustee James Clarke, Chair</i></p> <p><u>E.</u> 2. UVU Advocacy Presentations, Linda Makin, VP of PBHR</p> <p>3. University Update, <i>Astrid S. Tuminez, President</i></p>	



UVU BOARD OF TRUSTEES
Agenda Item Coversheet

DATE:	January 20, 2020
TITLE:	UVU Policy 152 <i>Accommodations for Individuals with Disabilities</i>
EXECUTIVE/RESPONSIBLE STAFF MEMBER:	Kyle Reyes, Vice President of Student Affairs
SUBJECT:	UVU Policy 152 <i>Accommodations for Individuals with Disabilities</i>
BACKGROUND:	This policy revision gives the University a clearer and more detailed process for evaluating requests for accommodations from students, employees, and visitors. This compliance area is the frequent subject of litigation and OCR complaints nationally, so this is a major risk abatement for UVU.
ALTERNATIVES:	<ul style="list-style-type: none">• Approve as presented, “I move to approve UVU Policy 152 <i>Accommodations for Individuals with Disabilities</i> for entrance into the UVU Policy Manual.”• Amend and approve, “I move to approve, as amended UVU Policy 152 <i>Accommodations for Individuals with Disabilities</i> for entrance into the UVU Policy Manual.”• No action, “I move that we go to the next agenda item.”
FINANCIAL IMPACT:	
EXHIBITS:	a. Policy 152



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Proposed Policy Number and Title: 152 Accommodations for Individuals with Disabilities		
Existing Policy Number and Title: 152 Accommodations for Individuals with Disabilities (Students)		
Approval Process*		
<input checked="" type="checkbox"/> Regular	<input type="checkbox"/> Temporary Emergency	<input type="checkbox"/> Expedited
<input type="checkbox"/> New	<input type="checkbox"/> New	<input type="checkbox"/> New
<input checked="" type="checkbox"/> Revision	<input type="checkbox"/> Revision	<input type="checkbox"/> Revision
<input type="checkbox"/> Deletion	<input type="checkbox"/> Suspension	
	Anticipated Expiration Date:	
*See UVU Policy #101 <i>Policy Governing Policies</i> for process details.		

Draft Number and Date: Board of Trustees, Stage 4 Draft, January 13, 2020, Regular
President's Council Sponsor: Kyle Reyes, Linda Makin Ext. _____
Policy Steward: Alexis Palmer, Irene Whittier Ext. _____

POLICY APPROVAL PROCESS DATES	
Policy Drafting and Revision Entrance Date: 6/25/2015 University Entities Review Entrance Date: 4/11/2019 Close Feedback: 10/11/2019 University Community Review Entrance Date: 11/212/2019 Open Feedback: 11/212/2019 Close Feedback: 1/6/2019 Board of Trustees Review Entrance Date: 1/16/2020 y Approval Date: _____	POST APPROVAL PROCESS Verify: <input type="checkbox"/> Policy Number <input type="checkbox"/> Section <input type="checkbox"/> Title <input type="checkbox"/> BOT approval <input type="checkbox"/> Approval date <input type="checkbox"/> Effective date <input type="checkbox"/> Proper format of Policy Manual posting <input type="checkbox"/> TOPS Pipeline and Archives update Policy Office personnel who verified and posted this policy to the University Policy Manual Name: _____ Date posted and verified: _____



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POLICY TITLE	Accommodations for Individuals with Disabilities	Policy Number	152
Section	Governance, Organization, and General Information	Approval Date	
Subsection	Individual Rights	Effective Date	
Responsible Office	Office of the Vice President of Student Affairs		

1.0 PURPOSE

1.1 To ensure that all persons can access Utah Valley University's services, the University is committed to providing reasonable accommodations to students, employees, and guests with disabilities in compliance with federal law. The Office of Accessibility Services (OAS) and Human Resources work to assist individuals with disabilities seeking equal access to all university programs, services, and activities, and to support faculty in the delivery of accommodations and materials needed for classroom and field experiences.

2.0 REFERENCES

2.1 *Americans with Disabilities Act of 1990*, 42 U.S.C. § 12101 (1990) (as amended by Pub. L. No. 101-336, 104 stat. 327)

2.2 *Family Educational Rights and Privacy Act (FERPA)*, 20 U.S.C. § 1232g (1974)

2.3 Section 504 of the *Rehabilitation Act of 1973*, 29 U.S.C. § 794 (1973)

2.4 *Nondiscrimination on the Basis of Disability in State and Local Government Services*, 28 C.F.R. § 35 (1991)

2.5 *Nondiscrimination on the Basis of Handicap in Programs or Activities Receiving Federal Financial Assistance*, 34 C.F.R. § 104 (1980)

2.6 *Rights and Privileges of a Person with a Disability*, Utah Code Ann. § 62A-5b-101 (2007)

2.7 UVU Policy 160 *Animals on Campus*

2.8 UVU Policy 165 *Discrimination, Harassment, and Affirmative Action*

2.9 UVU Policy 371 *Corrective Actions and Termination for Staff Employees*

2.10 UVU Policy 541 *Student Code of Conduct*



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20 2.11 UVU Policy 648 *Faculty Personnel Reduction*

3.0 DEFINITIONS

21 **3.1 ADA Coordinators:** University personnel responsible for supporting accommodation
22 requests include the Director of the Office of Accessibility Services (student and visitor
23 requests), the Employee Accommodations Coordinator in Human Resources (employee
24 requests), and the Associate Vice President of Facilities (UVU facilities compliance with ADA
25 regulations), and their designees.

26 **3.2 Direct threat:** A significant risk to the health or safety of others as determined by an
27 individualized assessment of the best available, objective evidence, including observation. The
28 individualized assessment may include the nature, duration, and severity of the risk; the
29 probability of harm or injury; and the availability of reasonable accommodations to minimize or
30 eliminate the risk.

31 **3.3 Disability:** A physical or mental impairment that substantially limits one or more major life
32 activities, or a record of such an impairment, or being regarded as having such an impairment.

33 **3.4 Essential requirements:** The learning outcomes or objectives, professional standards,
34 conduct standards, performance expectations, and assignments, activities, or assessments that are
35 essential to a degree, program, or course. For purposes of employment, essential requirements
36 are the essential functions of a position with or without reasonable accommodation.

37 **3.5 Fundamental alteration:** Occurs when a proposed or recommended accommodation
38 invalidates, negates, or impedes an essential requirement.

39 **3.6 Interactive process:** An informal back-and-forth dialogue through which a qualified
40 individual with a disability and the University better understand the precise limitations created
41 by the disability and which reasonable accommodations may enable a student or employee to
42 perform essential requirements and otherwise access the programs, activities, and facilities
43 available to other qualified students and employees.

44 **3.7 Reasonable accommodation:** Adjustments and/or auxiliary aids, which facilitate access to
45 student- and employment-related activities and programs, including the provision of accessible
46 and usable facilities for persons with disabilities; acquisition or modification of equipment or
47 devices; appropriate adjustment of examinations or course materials; or provision of qualified
48 readers or interpreters for persons with disabilities. A reasonable accommodation may include
49 but is not limited to: (1) making existing facilities used by employees, students, and visitors
50 readily accessible to and usable by individuals with disabilities; (2) job restructuring, part-time or
51 modified work schedules, or reassignment to a vacant position; (3) acquisition or modification of
52 equipment or devices; (4) appropriate adjustment or modifications of examinations, training



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materials, or policies; (5) the provision of qualified readers or interpreters; and/or other similar accommodations for individuals with disabilities.

3.8 Retaliation: For the purposes of this policy, intimidation, threats of reprisal, harassment, or other materially adverse actions, or threats of such materially adverse actions, made by or against persons employed by, attending, or affiliated with the University in any way or participating in any university program or activity, against anyone who in good faith requests reasonable accommodation or otherwise asserts rights protected by Section 504, the ADA, or other applicable law. Any action designed to prevent or discourage someone from asserting such rights may also be retaliation.

4.0 POLICY

4.1 Scope of Policy

4.1.1 This policy applies to disability accommodations for all persons (including trustees, administrators, faculty, staff, students, independent contractors, volunteers, and guests or visitors to a university campus or any property owned or leased by the University) who wish to access or participate in any university service, program, activity, facility, or communication.

4.2 Policy Statement

4.2.1 Utah Valley University is committed to complying with the *Americans with Disabilities Act of 1990*, *Amended Americans with Disabilities Act of 2008 (ADA)*, Section 504 of the *Rehabilitation Act of 1973* (Section 504), Utah's *Rights and Privileges of a Person with A Disability Act (Rights and Privileges Act)*, and other applicable federal and state laws protecting qualified individuals with known disabilities. With the goal of providing equal access to educational and employment opportunities, Utah Valley University will reasonably accommodate qualified individuals with known disabilities unless doing so would fundamentally alter an essential requirement, create a direct threat, or impose an undue hardship on the University.

4.2.2 To be eligible for an accommodation, a student, employee, or visitor must have a qualifying disability as defined by the *ADA* or Section 504, voluntarily disclose their disability to the ADA Coordinator, seek an accommodation, and otherwise comply with the procedures set forth in this policy. Through its designated ADA Coordinator, the University will engage in an interactive process with the individual requesting the accommodation to respond to the request.

4.2.3 Instructors and employee supervisors shall maintain confidentiality and shall not discuss any accommodation- or disability-related information with anyone other than their supervisors, the Office of Accessibility Services (OAS), the Accommodations Coordinator in Human Resources, and the requesting student or employee. Communications with a student or employee regarding their disability shall be handled discreetly and privately.



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4.2.4 Utah Valley University prohibits retaliation against any student, employee, or visitor who makes a good faith effort to exercise their right to reasonable accommodations or other rights under the *ADA* or Section 504.

4.2.5 Staff, students, and faculty who violate this policy are subject to corrective or disciplinary action pursuant to UVU Policy 165 *Discrimination, Harassment, and Affirmative Action*, UVU Policy 371 *Corrective Actions and Termination for Staff Employees*, UVU Policy 541 *Student Code of Conduct*, or UVU Policy 648 *Faculty Personnel Reduction*, as appropriate.

5.0 PROCEDURES

5.1 Accommodation Requests

5.1.1 Students who wish to request an accommodation related to educational activities and services must voluntarily disclose their disability to the UVU Office of Accessibility Services (OAS) and provide adequate documentation as described in section 5.1.5.

5.1.2 Employees who wish to request an accommodation that will assist them in performing the essential functions of their jobs, and job applicants who wish to request accommodations that will assist them in completing applications must contact the Employee Accommodations Coordinator in Human Resources (HR). Employees and job applicants must voluntarily disclose their disability and provide adequate documentation as described in section 5.1.5.

5.1.3 Employee supervisors, administrators, or faculty who receive disability accommodation requests from university employees must promptly report such requests to the Employee Accommodations Coordinator in HR. Given the need to address the request lawfully and to keep medical documentation confidential, supervisors shall not review or inquire into an employee's disability documentation and must not grant or deny requests for accommodation. Instead, supervisors shall submit the request to HR and allow the Employee Accommodations Coordinator to respond to the request.

5.1.4 Visitors who wish to request an accommodation related to accessing UVU services, programs, activities, facilities, or communications shall contact OAS.

5.1.5 All accommodation requests must include, at minimum, documentation of the following items by a qualified, licensed professional acting within the scope of their professional specialty:

5.1.5.1 Specific physical diagnosis as defined by the most current edition of the *International Classification of Diseases (ICD)* or psychological diagnosis as defined by the most current edition of the *Diagnostic and Statistical Manual of Mental Disorders (DSM)*,

5.1.5.2 History of symptoms,



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5.1.5.3 Comprehensive documentation to support the diagnosis, including psycho-educational assessment if applicable,

5.1.5.4 Functional limitations the diagnosed condition creates relevant to the educational and/or employment setting,

5.1.5.5 Currently prescribed medications and the side effects or impact in the educational and/or employment setting, and

5.1.5.6 How the functional limitation relates to the request for accommodation.

5.1.6 Documentation must be current according to the standard expiration timeframes of the specific disability. Individuals requesting an accommodation who submit outdated documentation may be required to provide updated documentation. The following are the standard expiration timeframes for disability documentation:

Type of Disability	Documentation Expiration Timeframe
Visible, permanent disabilities	Documentation not required
Non-visible, permanent disabilities	10 years
Psychiatric and psychological disabilities	5 years
Learning disabilities	7 years
All other disabilities	5 years

5.1.7 Those seeking accommodations should submit their requests no later than eight weeks before the semester for students or within two weeks of employment, or return to employment following a leave, for employees, or within two weeks of their visit to campus for visitors. Requests submitted later than these timeframes will be evaluated as quickly as possible. Late requests may result in delayed services. Individuals requesting an accommodation may sign a *Release of Information* authorizing the ADA Coordinator to inquire about the diagnosed disability and any elements of documentation that are unclear. Failing to sign and provide a *Release of Information* may delay accommodations and/or result in denial of accommodations.



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5.2 Review of Requests and Authorization

5.2.1 OAS reviews student and visitor accommodation requests. The Employee Accommodations Coordinator reviews employee accommodation requests. The University, through these designated ADA Coordinators, engages in an interactive process with the individual requesting the accommodation to address the request as needed. All requests are considered on a case-by-case basis. Accommodative needs may change over time or require adaptation due to changes in technology or the employment or learning environments. Prior history of accommodation, therefore, does not automatically warrant continuation of the same or similar accommodation.

5.2.2 As part of the review and interactive process, the ADA Coordinator will review the submitted documentation and determine whether additional documentation or information is needed from the individual requesting the accommodation. As needed, the ADA Coordinator will provide the individual requesting the accommodation the opportunity to modify the request or submit additional documentation.

5.2.3 The review considers the individual needs of the requestor, the reasonableness of the accommodation, and recommendations from a qualified health care provider (included in the submitted documentation). The recommendations must be supported by evidence that clearly demonstrates a substantial limitation in the requestor's ability to access or perform in the relevant service, program, activity, facility, or communication.

5.2.3.1 As part of the review process for employees, the Employee Accommodations Coordinator will consult with the appropriate supervisor(s) as needed for operational input on potential accommodations.

5.2.3.2 As part of the review process for visitors, OAS shall determine what university units should be consulted.

5.2.3.3 As part of the review process for students, OAS will consult with appropriate faculty as needed on potential academic adjustments.

5.2.4 The ADA Coordinator may deny or modify requested accommodations if

5.2.4.1 The documentation is deficient, outdated, or otherwise does not reasonably show a need for the requested accommodation;

5.2.4.2 The accommodation would pose a direct threat to the health or safety others;

5.2.4.3 The accommodation would create an undue financial or administrative hardship on the University;



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5.2.4.4 The accommodation would cause a fundamental alteration to the relevant university service, credential, program, course, or activity (in the case of students); or would eliminate or alter an essential function of the job (in the case of employees); and/or

5.2.4.5 The accommodation would disrupt UVU's educational programs or activities, including classroom instruction, or unduly disrupt others' ability to work or learn.

5.2.5 In consultation with the relevant faculty or employee supervisor(s) and any others as needed to ensure a knowledgeable analysis, the ADA Coordinator will determine through reasoned deliberation whether the requested accommodation would cause a fundamental alteration of an essential requirement. This deliberation will include (1) identifying specific essential requirements; (2) identifying the unique qualities of the relevant course, program, or job in relation to its overall objectives; and (3) considering any reasonable alternatives to the essential requirements.

5.2.6 The Employee Accommodations Coordinator will consult with the University's Office of General Counsel as needed to ensure compliance with this policy and shall always consult with the Office of General Counsel and the Utah Division of Risk Management before denying an accommodation request.

5.2.7 The ADA Coordinator will notify the student, employee, or visitor of the outcome of the accommodation request through a written decision explaining the reasons for the ADA Coordinator's decision.

5.3 Implementing Accommodations

5.3.1 Once a student's accommodation request is approved, the student is responsible for (1) delivering the notice of accommodation to their instructors in a timely manner, and (2) meeting with an Accessibility Services counselor each semester to review accommodations and the appropriateness of their use in future courses.

5.3.2 Once an employee's accommodation request is approved, the Employee Accommodation Coordinator will contact the employee's supervisor(s) to inform them of the accommodation(s) that must be provided. Employees are responsible for meeting with the Employee Accommodation Coordinator at least annually to review accommodations and the appropriateness of their use in the future.

5.3.3 Supervisors and instructors shall implement the accommodation(s) as approved by the ADA Coordinator fully, without retaliation, and immediately upon notification. Supervisors and instructors shall contact the relevant ADA Coordinator with any questions or concerns.



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205 5.4 Syllabi

206 **5.4.1** All instructors must include standard language in their course syllabi that identifies how
207 students can access accommodations because of a disability. The standard language is provided
208 from the Office of the Provost and is published on the Office of Accessibility Services website.

209 5.5 Grievances

210 **5.5.1** Reasonable effort should be made to resolve disputes before entering into the grievance
211 process. Within 30 days of receiving notice of a denied request, the requesting student,
212 employee, or visitor may request further review by the Accommodation Review Committee
213 (Committee), which shall be comprised of the Director of Accessibility Services, the Employee
214 Accommodations Coordinator, and the Director of Employee Relations (or their designees).

215 **5.5.2** In consultation with the Office of General Counsel, the Committee shall review the ADA
216 Coordinator's written decision and all documentation provided to, or relied upon by, the ADA
217 Coordinator in making that decision. At this time, the student, employee, or visitor may submit
218 any new documentation and/or written explanation regarding information that became available
219 only after the ADA Coordinator's written decision.

220 **5.5.3** Within 30 days of receiving the request for review, the Committee shall provide its
221 decision in writing to the student, employee, or visitor, and the relevant ADA Coordinator. This
222 decision shall be final, with no additional internal grievances or appeals available under this or
223 any other UVU policy.

224 **5.5.4** Instructors and employee supervisors may submit grievances to the Accommodation
225 Review Committee, according to the same timeframes outlined in 5.5.1 above, to resolve any
226 concerns or problems with the implementation of approved accommodations.

227 5.6 Disability Discrimination and Relation to Policy 165

228 **5.6.1** Grievances and processes related specifically to disability accommodations are subject to
229 this policy. Employees, students, and visitors who believe they have otherwise been
230 discriminated against based on their disability should contact the University's Office of Equal
231 Opportunity/Affirmative Action, pursuant to UVU Policy 165 *Discrimination, Harassment, and*
232 *Affirmative Action*.

POLICY HISTORY		
March 14, 1994	Policy approved.	UVU Board of Trustees
June 18, 2019	Temporary Emergency policy approved.	UVU Board of Trustees
	Regular policy approved.	UVU Board of Trustees



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POLICY TITLE	Accommodations for Individuals with Disabilities	Policy Number	152
Section	Governance, Organization, and General Information	Approval Date	March 14, 1994
Subsection	Individual Rights	Effective Date	March 14, 1994
Responsible Office	Office of the Vice President of Student Affairs		

1.0 PURPOSE

2.0 REFERENCES

2.1 Americans with Disabilities Act of 1990 (ADA)

3.0 DEFINITIONS

4.0 POLICY

~~4.1 The University is committed to the goals and ideals of the *Americans with Disabilities Act of 1990 (ADA)*. The University will take all steps necessary to ensure full implementation of these goals and ideals. It is the intent of the following to ensure compliance with this commitment.~~

4.1.1 Announcement of Accommodations

~~4.1.1.1 All university-sponsored activities, conferences, events, meetings, dinners, and staff parties or activities will include as part of their announcements, news releases, radio broadcasts, bulletins, or invitations, the following statement regarding accommodations available for people with disabilities:~~

~~"Accommodations are available upon request for persons with disabilities. Please contact Accessibility Services at least three working days in advance of the activity to make arrangements at (801) 863-8747. TTY users may call (801) 863-0908."~~

4.1.2 Dietary Adjustments

~~4.1.2.1 If food is being provided at the activity, the statement should read as follows:~~

~~"Accommodations and dietary alternatives are available upon request for persons with~~



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disabilities. Please contact the Accessibility Services t at least three (3) working days in advance of the activity to make arrangements at (801) 863-8747. TTY users may call (801) 863-0908."

~~4.1.2.2 If the cost of the accommodation is less than \$50, it will be the responsibility of the sponsoring department to pay for the accommodation. The sponsoring department should arrange and pay for all dietary adjustments necessary. Each department should arrange any reasonable accommodation request. Accessibility Services has been established to provide resources for providing accommodative services. Accommodations costs above \$50 will be the responsibility of the Accessibility Services.~~

4.1.3 Conclusion

~~4.1.3.1 Accommodative services should be individualized and the ADA Coordinator should be consulted if any questions or concerns arise from accommodation requests.~~

~~4.1.3.2 Special accommodations may also be arranged upon request and in consultation with the ADA Coordinator. Accommodations may not be denied to any person with a disability without written approval of the ADA Coordinator.~~

5.0 PROCEDURES

POLICY HISTORY		
Date of Last Action	Action Taken	Authorizing Entity



UVU BOARD OF TRUSTEES
Agenda Item Coversheet

DATE:	January 20, 2020
TITLE:	<i>Policy 153 Americans with Disabilities Act (ADA) Grievance Process</i>
EXECUTIVE/RESPONSIBLE STAFF MEMBER:	Kyle Reyes, Vice President of Student Affairs
SUBJECT:	<i>Policy 153 Americans with Disabilities Act (ADA) Grievance Process</i>
BACKGROUND:	This policy will be deleted and its accommodation-grievance process folded into Policy 152.
ALTERNATIVES:	<ul style="list-style-type: none">• Approve as presented, “I move to approve UVU Policy 153 <i>Americans with Disabilities Act (ADA) Grievance Process</i> for deletion from the UVU Policy Manual.”• No action, “I move that we go to the next agenda item.”
FINANCIAL IMPACT:	
EXHIBITS:	a. Policy 153

Proposed Policy Number and Title: 153 Americans with Disabilities Act (ADA) Grievance Process		
Existing Policy Number and Title: Not applicable		
Approval Process*		
<input checked="" type="checkbox"/> Regular	<input type="checkbox"/> Temporary Emergency	<input type="checkbox"/> Expedited
<input type="checkbox"/> New	<input type="checkbox"/> New	<input type="checkbox"/> New
<input type="checkbox"/> Revision	<input type="checkbox"/> Revision	<input type="checkbox"/> Revision
<input checked="" type="checkbox"/> Deletion	<input type="checkbox"/> Suspension	
	Anticipated Expiration Date:	
*See UVU Policy 101 <i>Policy Governing Policies</i> for process details.		

Draft Number and Date: Stage 4, Regular, Deletion
President's Council Sponsor: Linda Makin/Kyle Reyes Ext. _____
Policy Steward: Alexis Palmer, Irene Whittier Ext. _____

POLICY APPROVAL PROCESS DATES	
Policy Drafting and Revision Entrance Date: 04/11/2019 University Entities Review Entrance Date: 04/11/2019 Close Feedback: 10/11/2019 University Community Review Entrance Date: 11/21/2019 Open Feedback: 11/21/2019 Close Feedback: 1/6/2020 Board of Trustees Review Entrance Date: 1/16/2020 Approval Date: _____	POST APPROVAL PROCESS Verify: <input type="checkbox"/> Policy Number <input type="checkbox"/> Section <input type="checkbox"/> Title <input type="checkbox"/> BOT approval <input type="checkbox"/> Approval date <input type="checkbox"/> Effective date <input type="checkbox"/> Proper format of Policy Manual posting <input type="checkbox"/> TOPS Pipeline and Archives update Policy Office personnel who verified and posted this policy to the University Policy Manual Name: _____ Date posted and verified: _____

POLICY TITLE	Americans with Disabilities Act (ADA) Grievance Process	Policy Number	153
Section	Governance, Organization, and General Information	Approval Date	March 14, 1994
Subsection	Individual Rights	Effective Date	March 14, 1994
Responsible Office	Office of the Vice President of Student Life		

1.0 PURPOSE

2.0 REFERENCES

2.1 Americans with Disabilities Act of 1990

2.2 Rehabilitation Act of 1973, Section 504

3.0 DEFINITIONS

4.0 POLICY

4.1 Policy

4.1.1 The President of the University or his or her designee will provide for expeditious and reasonable resolution of grievances related to the *Americans with Disabilities Act of 1990* (ADA), Section 504 of the *Rehabilitation Act of 1973*, or other disability related statutory rights.

4.1.2 At times, employees, students, or other qualified individuals with disabilities (as defined by P.L. 101-336 the *Americans with Disabilities Act of 1990*) may perceive that their individual rights have been violated with respect to policies or that they have been treated unfairly or in a prejudicial manner. It is the intent of the University to provide such persons with the opportunity to resolve their concerns both quickly and fairly, and with a minimum of disruption to the operation of the University. Whenever possible, it is the intent of the University that such concerns be resolved on an informal basis and solely between the parties concerned. Where such resolution is not possible, the University makes available the following procedure.

4.2 Procedure

4.2.1 General Rule: University employees, students, or other qualified individuals with disabilities should resolve their grievances related to the ADA or other disability related statutory rights in a reasonable, informal basis, between the parties directly concerned and in compliance

with such laws. The University ADA Coordinator may be informally involved to provide consultation.

4.2.2 Exception: Where resolution under the general rule is not possible or suitable, the parties are encouraged to proceed as follows:

1) **Step 1:** Within 60 working days of an alleged incident or action, the aggrieved person will either:

a) Inform the supervisor of the University employee or department directly involved verbally or in writing of his or her complaint, or

b) Inform the ADA Coordinator of the incident in writing, with audio cassette tape, or some other comparable recorded means, and request assistance in resolving the complaint.

c) The individual is encouraged but not required to file the complaint with the supervisor of the employee or department directly involved, but may elect to file with the ADA Coordinator directly. The ADA Coordinator will be available for consultation in all grievance resolution meetings.

2) **Step 2:**

a) The supervisor who receives a complaint has 10 working days to evaluate the complaint and provide redress or reject the complaint either verbally or in writing, using the same manner as when the complaint was issued in Step 1, part "a" above. If the supervisor fails to respond to the complaint within the time limit, or if the response is negative, the grievant may apply to the ADA Coordinator as directed in Step 1, part "b" above.

b) The ADA Coordinator has 10 working days to investigate, discuss, negotiate, arbitrate, counsel, or recommend, using any avenues open to resolve the grievance.

c) The ADA Coordinator's decision will be forwarded in writing or by other appropriate means to the grievant, the department head, the administrator of the department, and the President (for his or her information). The decision of the ADA Coordinator will be binding unless recommended or appealed to a formal ADA Grievance Committee Hearing. The investigation, proceedings, and decisions will be recorded and become a confidential record kept in the possession of the ADA Coordinator for future reference. After the initial investigation, the ADA Coordinator has two options:

Option 1: Resolve the grievance, OR

Option 2: Recommend a formal ADA Grievance. (If the grievance is not determined to be an ADA issue, and if the grievant is a student or employee of the institution, the ADA Coordinator may refer the individual to the Student Equity Officer or the Employee Equity Officer for resolution, if appropriate.) Appropriate accommodations may be invoked by the ADA Coordinator if such accommodations are specifically requested by the grievant in his or her

~~grievance, and if the accommodations do not exceed authorized budgets or means. When requests for accommodations exceed authorized budgets or means, then the accommodations will require Presidential review.~~

3) Step 3: ADA Grievance Committee Hearing

~~a) Members of the ADA Compliance Task Force will function as the ADA Grievance Committee with the ADA Coordinator as Chair of the committee, and will consist of representatives from the following: Administration, Facilities, Student Support Services, Human Resources, UVUSA, a community advocacy organization for people with disabilities, as well as a student or other individual from the community with a disability.~~

~~b) After a recommendation from the ADA Coordinator or an appeal from the grievant for a formal ADA Grievance Committee Hearing, the ADA Coordinator has 15 working days to organize the hearing proceedings. The grievant and the involved supervisor or administrator will be informed of the time and place of the hearing. The grievant will be advised of his or her right to have an advisor of his or her own choosing and own expense who may act as counsel.~~

~~c) At the ADA Grievance Committee Hearing, the committee will attempt to arbitrate the aggrieved issue(s). The hearing shall include an examination of the facts surrounding the issue(s), including testimony by witnesses for either side and other documentary evidence. Witnesses may be examined and cross examined. The proceedings will be recorded on tape to become a confidential record kept in the possession of the ADA Coordinator for future reference.~~

~~d) The committee will reach a 2/3 majority decision on the issue(s) presented. Should arbitration of the issue(s) fail, i.e., either or both parties are unwilling to resolve or compromise on the issue(s), the ADA Hearing Committee will meet in closed session and reach a majority decision on the issue(s) presented. Within five working days of the date of the hearing, the committee's decision will be forwarded in writing or by other appropriate means to the grievant, the administrator, and the President (for his or her information). The decision of the Hearing Committee will be binding unless appealed to the President by one of the parties.~~

4) Step 4: Presidential Review

~~a) If the grievant or the university department wishes to appeal the decision of the ADA Hearing Committee, or if a requested accommodation exceeds otherwise authorized budgets or means, within 10 working days of receipt of the decision, he or she may request that the President review the decision. The President shall have 15 working days to arrive at a final and binding decision and so inform the grievant, the administrator involved, and the ADA Coordinator. Only the President may determine that an accommodation would present an undue burden upon the institution and will provide written documentation of this decision to the Utah State Office of Risk Management for their disposition.~~

~~b) No employee of the University shall in any way retaliate against any student, other employee, or any other individual who initiates a complaint or grievance under this procedure.~~

5.0 PROCEDURES

POLICY HISTORY		
Date of Last Action	Action Taken	Authorizing Entity



UVU BOARD OF TRUSTEES
Agenda Item Coversheet

DATE:	January 20, 2020
TITLE:	UVU Policy 160 <i>Animals on Campus</i>
EXECUTIVE/RESPONSIBLE STAFF MEMBER:	Kyle Reyes, Vice President of Student Affairs
SUBJECT:	UVU Policy 160 <i>Animals on Campus</i>
BACKGROUND:	This policy revision provides a clearer articulation of student, employee, and visitor rights regarding “service animals” on campus. These rights are significant under federal law. The policy distinguishes service animals from other animals, and explains the criteria that UVU will consider when allowing other non-service animals on campus.
ALTERNATIVES:	<ul style="list-style-type: none">• Approve as presented, “I move to approve UVU Policy 160 <i>Animals on Campus</i> for entrance into the UVU Policy Manual.”• Amend and approve, “I move to approve, as amended UVU Policy 160 <i>Animals on Campus</i> for entrance into the UVU Policy Manual.”• No action, “I move that we go to the next agenda item.”
FINANCIAL IMPACT:	
EXHIBITS:	a. Policy 160



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Proposed Policy Number and Title: 160 Animals on Campus		
Existing Policy Number and Title: 160 Animals on Campus (Temporary Emergency)		
Approval Process*		
<input checked="" type="checkbox"/> Regular	<input checked="" type="checkbox"/> Temporary Emergency	<input type="checkbox"/> Expedited
<input type="checkbox"/> New	<input type="checkbox"/> New	<input type="checkbox"/> New
<input checked="" type="checkbox"/> Revision	<input checked="" type="checkbox"/> Revision	<input type="checkbox"/> Revision
<input type="checkbox"/> Deletion	<input type="checkbox"/> Suspension	
	Anticipated Expiration Date:	
*See UVU Policy 101 <i>Policy Governing Policies</i> for process details.		

Draft Number and Date: <u>Board of Trustees Draft, Stage 4 Draft, January 13, 2020</u>		
President's Council Sponsor: <u>Linda Makin/Kyle Reyes</u>	Ext.	<u></u>
Policy Steward: <u>Irene Whittier/Alexis Palmer</u>	Ext.	<u></u>

POLICY APPROVAL PROCESS DATES	
<p>Policy Drafting and Revision Entrance Date: <u>8/31/2017</u></p> <p>University Entities Review Entrance Date: <u>4/11/2019</u> Close Feedback: <u>10/11/2019</u></p> <p>University Community Review Entrance Date: <u>11/21/2019</u> Open Feedback: <u>11/21/2019</u> Close Feedback: <u>1/6/2020</u></p> <p>Board of Trustees Review Entrance Date: <u>1/16/2020</u> Approval Date: <u></u></p>	<p style="text-align: center;">POST APPROVAL PROCESS</p> <p>Verify:</p> <ul style="list-style-type: none"> <input type="checkbox"/> Policy Number <input type="checkbox"/> Section <input type="checkbox"/> Title <input type="checkbox"/> BOT approval <input type="checkbox"/> Approval date <input type="checkbox"/> Effective date <input type="checkbox"/> Proper format of Policy Manual posting <input type="checkbox"/> TOPS Pipeline and Archives update <p>Policy Office personnel who verified and posted this policy to the University Policy Manual Name: <u></u> Date posted and verified: <u></u></p>



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POLICY TITLE	Animals On Campus	Policy Number	160
Section	Governance, Organization, and General Information	Approval Date	
Subsection	Individual Rights	Effective Date	
Responsible Office	Office of the Vice President Student Affairs		

1.0 PURPOSE

1.1 To maintain campus safety, this policy sets forth health and security standards for animals on campus, permits the important services they provide to students, faculty, and staff, and distinguishes between those animals welcome on and those excluded from campus.

2.0 REFERENCES

2.1 *Americans with Disabilities Act of 1990*, 42 U.S.C. § 12101 (1990) (as amended by Pub. L. No. 101-336, 104 stat. 327)

2.2 *Nondiscrimination on the Basis of Disability in State and Local Government Services*, 28 C.F.R. § 35 (1991)

2.3 *Rights and Privileges of a Person with a Disability*, Utah Code Ann. § 62A-5b-102 (2011)

2.4 *Cruelty to Animals*, Utah Code Ann. § 76-9-301 (2015)

2.5 *Conditions of Animal Ownership*, Utah County Code § 5-2-9

2.6 *Cruelty to Animals*, Utah County Code § 5-2-21 (2009)

2.7 *Animal Control*, Orem City Code § 5-1-1 (2007)

2.8 UVU Policy 152 *Accommodations for Individuals with Disabilities*

2.9 UVU Policy 541 *Student Code of Conduct*

2.10 UVU Policy 652 *Care and Use of Vertebrate Animals in Research and Instruction*

3.0 DEFINITIONS

3.1 **Direct threat:** A significant risk to the health or safety of others as determined by an individualized assessment of the best available objective evidence, including observation. The



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individualized assessment may include the nature, duration, and severity of the risk; the probability of harm or injury; and the availability of reasonable accommodations to minimize or eliminate the risk.

3.2 Disability: A physical or mental impairment that substantially limits one or more of an individual's major life activities. This term holds the same meaning as that found in the *Americans with Disabilities Act of 1990* as amended and its implementing regulations.

3.3 Emotional support animals: Any animal, other than a service animal, that alleviates one or more identified symptoms or effects of a person's documented disability. An emotional support animal is not a service animal and is not necessarily trained. Emotional support animals are commonly identified by different names, including "assistance animals," "companion animals," "comfort animals," or "therapy animals."

3.4 Pet: An animal kept for pleasure, amusement, companionship, or curiosity.

3.5 Service animal: Any dog or miniature horse that is individually trained to do work or perform tasks for the benefit of an individual in direct relation to the individual's physical, sensory, psychiatric, intellectual, or other disability. This may include assisting an individual who is blind or has low vision with navigation or other tasks; alerting an individual who is deaf or hard of hearing to the presence of people or sounds; providing minimal non-violent protection or rescue work; pulling a wheelchair; retrieving an item for the individual; assisting an individual during a seizure; alerting an individual to the presence of allergens; providing physical support and assistance with balance and stability; and helping an individual with a psychiatric or neurological disability by preventing or interrupting impulsive or destructive behaviors. The crime deterrent effects of an animal's presence and the provision of emotional support, well-being, comfort, or companionship do not constitute work or tasks for the purposes of this definition.

3.6 University property: Utah Valley University (UVU) property including but not limited to administrative offices, academic buildings, outdoor campus spaces, and all satellite locations whether owned, leased, operated, or maintained by UVU. This specifically excludes a university-owned institutional residence of the university president.

4.0 POLICY

4.1 Scope

4.1.1 This policy applies to the owners, custodians, and handlers of any animal on university property. For consistency, this policy uses the term *owner* throughout.

4.1.2 Pets are not allowed on university property.



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4.1.3 Subject to the following qualifications, exceptions, and conditions, only the following animals are allowed on university property: service animals, emotional support animals, and those used in academic courses, laboratories, law enforcement, or rescue purposes.

4.2 Service Animals

4.2.1 Before bringing their service animals to the workplace, university employees must first obtain approval through the accommodation process set forth in UVU Policy 152 *Accommodations for Individuals with Disabilities*, including adequate documentation and interactive exploration of accommodative options.

4.2.2 Service animals may accompany the service animal's owner at all times and everywhere on university property so long as:

4.2.2.1 The service animal has a current, valid license and current vaccinations according to all the requirements for animals of the same species under local law, which may include wearing owner identification tags, rabies tags, and dog license tags;

4.2.2.2 The service animal is under appropriate restraint and control by its owner at all times, which may include but is not limited to leash, electronic leash, signals, or voice commands;

4.2.2.3 The service animal does not pose a direct threat to the health, safety, or property of others;

4.2.2.4 The nature of the university program or activity taking place in a particular setting on university property is not fundamentally changed, such as through substantial disruptions, by the presence of the service animal; and

4.2.2.5 The service animal does not deposit bodily excretions or secretions on campus other than at designated outdoor areas. Any excretions or secretions, even in designated outdoor areas, must be promptly cleaned up in accordance with section 4.5.

4.3 Emotional Support Animals

4.3.1 Emotional support animals are typically not allowed on university property unless no other accommodation would provide individuals with disabilities equal access to university education programs and activities. Additionally, emotional support animals may only be present on university property if:

4.3.1.1 The emotional support animal meets all the conditions of 4.2;

4.3.1.2 The emotional support animal or its presence does not create an unmanageable disturbance or interference with the university community; and



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4.3.1.3 The emotional support animal is authorized through the process set forth in UVU Policy 152 *Accommodations for Individuals with Disabilities*, including adequate documentation and interactive exploration of accommodation options.

4.4 Animals Used in Teaching, Testing, Law Enforcement, or Rescue Purposes

4.4.1 The use of any animal in teaching, testing, or research is allowed on university property, provided it follows Policy 652 *Care and Use of Vertebrate Animals in Research and Instruction*.

4.4.2 The use of any animal for official law enforcement or rescue purposes is allowed on university property.

4.5 Care and Supervision

4.5.1 Care and supervision of an animal, as well as the costs of any damage caused by an animal, are the sole responsibility of the animal's owner.

4.5.2 Individuals' care of animals on campus must comply with state and local law regarding cruelty to animals. In particular, Utah Criminal Code § 76-9-301 and Utah County Code § 5-2-21 prohibit individuals from leaving any animal in a situation where they may be exposed to an immediate, direct, and serious threat to life, safety, or health, which includes confinement in hot vehicles.

4.5.3 Every individual with custody of an animal that is allowed on university property must immediately clean up after the animal, including the immediate removal of any waste. Individuals with disabilities who physically cannot clean up after their own animal are not required to pick up and dispose of animal waste, but should notify custodial services. However, these individuals should use marked animal toileting areas where provided.

4.6 Other Animals Allowed on Campus

4.6.1 Recognizing that the campus is part of the surrounding neighborhood and community, animals other than service animals that are appropriately controlled on a leash and otherwise meet the requirements of 4.2 are allowed on outdoor walkways on campus. These animals may not enter buildings, covered walkways, or shelters on university property. Service animals meeting the requirements of section 4.2 are welcome on all campus areas.

4.6.2 Aquarium fish and snails, when displayed for academic or esthetic purposes, are allowed on campus. Aquariums kept in public view must be kept clean and presentable. With the exception of laboratory environments, aquariums must not exceed 30 gallons.

4.6.3 A one-time exception to the terms of this policy may be granted for events or gatherings involving animals. These exceptions must be requested and approved through the appropriate ADA Coordinator.



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5.0 PROCEDURES

5.1 Enforcement

5.1.1 Any individual who brings an animal on to university property may be asked (1) if the animal is required because of a disability, and (2) what work or task the animal has been trained to perform. If the animal is untrained (i.e., not a “service animal”) the individual may be asked whether the animal is authorized as a disability accommodation under section 4.3.

5.1.2 The owner of an unauthorized animal will be asked to remove the animal from university property. If the owner does not respond to this request, University Police will be called to respond to the situation and may remove the animal from campus.

5.1.3 Anyone may report noncompliance with this policy to the UVU Police, the Office of Accessibility Services, or the Employee Accommodations Coordinator in Human Resources.

5.1.4 Employees who violate this policy are subject to proportionate corrective action, including but not limited to warning, probation, suspension, or termination pursuant to applicable staff or faculty disciplinary policies and procedures.

5.1.5 Students who violate this policy are subject to proportionate corrective action pursuant to Policy 541 *Student Code of Conduct*.

5.1.6 The individual(s) responsible for any damage to university property caused by their animal shall coordinate the repair or replacement of damaged property with Facilities and/or Purchasing.

5.1.7 Under Utah Code § 62A-5b-106, it is a class B misdemeanor for any person to intentionally, knowingly, and falsely represent an animal as a service animal for the purpose of claiming the benefits of this policy.

POLICY HISTORY

June 8, 2006	Policy approved for entrance to Policy Manual.	UVU Board of Trustees
June 18, 2019	Policy approved as a temporary emergency.	UVU Board of Trustees



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POLICY TITLE	Animals On Campus	Policy Number	160
Section	Governance, Organization, and General Information	Approval Date	June 8, 2006
Subsection	Individual Rights	Effective Date	June 8, 2006
Responsible Office	Office of the Vice President of Finance and Administration		

1.0 PURPOSE

~~1.1 To maintain campus safety, health, and security standards for animals allowed on campus, and to permit the very important services that they provide to faculty, staff, students, the University, and the community, and to draw the very important distinction between those animals permitted on and those excluded from campus.~~

2.0 REFERENCES

3.0 DEFINITIONS

~~3.1 Institutional property:~~ Utah Valley University (UVU) property including, but not limited to, administrative offices, academic buildings, outdoor campus spaces, and all satellite locations whether owned, leased, operated, or maintained by UVU, but specifically excluding the institutional residence of the University president.

~~3.2 Pet:~~ An animal kept for pleasure, companionship, or curiosity.

~~3.3 Service animal:~~ Any guide dog or signal dog or other service dog individually trained to do work or perform tasks for the benefit of an individual with a disability, including, but not limited to, guiding individuals with impaired vision, alerting individuals with impaired hearing to intruders or sounds, providing minimal protection or rescue work, pulling a wheelchair, or fetching dropped items. Note: It is the presumption of UVU that all service animals are dogs. This presumption can be rebutted by any individual upon presentation of clear and convincing evidence to UVU's ADA Coordinator that a particular animal other than a dog is also individually trained to work or perform tasks for the benefit of an individual with a disability.

~~3.4 Therapy animal:~~ An animal with good temperament and disposition, and who has reliable, predictable behavior, selected as a therapy tool to visit people with disabilities, to visit people



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who are experience the frailties of aging, or to visit people with reading or behavioral problems. The therapy animal is incorporated as an integral part of a treatment process under the direction of a health professional.

4.0 POLICY

4.1 Pets, with the exception of aquarium organisms, are not allowed on university property.

4.2 Subject to the following qualifications, exceptions, and conditions, only the following animals are allowed on university property:

4.2.1 *Service animals.* Service animals are allowed to accompany the service animal's partner at all times, and everywhere, on institutional property, so long as:

1) The service animal has a current, valid license and current vaccinations, according to all the requirements for all animals of the same species in the municipality or local area government where the service animal resides, which may include the wearing of owner identification tags, rabies tags, and dog license tags;

2) The service animal is under appropriate restraint and under appropriate control by its partner at all times;

3) The service animal does not cause immediate danger to the health or safety of other people on university property;

4) The nature of the activity taking place in a particular setting on university property is not fundamentally changed by the presence of a service animal; and

5) Care and supervision of the service animal, as well as the costs of any damage caused by the service animal, is the sole responsibility of the service animal's partner or owner.

4.2.2 *Therapy animals.* Therapy animals are allowed to visit individuals on university property, subject to the definition included herein, and so long as:

1) The therapy animal is used exclusively as part of a therapy treatment process;

2) The therapy animal has a current, valid license and current vaccinations, according to the requirements for all animals of the same species in the municipality or local area government where the therapy animal resides, which may include the wearing of owner identification tags, rabies tags, and license tags;

3) The therapy animal is under appropriate restraint and under appropriate control at all times;



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4) The therapy animal does not cause immediate danger to the health or safety of other people on university property;

5) The nature of the activity taking place in a particular setting on university property is not fundamentally changed by the presence of a therapy animal;

6) The care and supervision of the therapy animal, as well as the costs of any damage caused by the therapy animal, is the sole responsibility of the individual using the therapy animal for his or her therapy; and

7) Certification must be provided to the institution that confirms that the therapy animal is in fact providing therapy under the direction of a health professional 1) for the individual in whose custody the animal is, or 2) for some other organizations such that the therapy animal's presence on campus assists in that therapy activity.

4.2.3 *Animals used in an academic course, in a laboratory, or as demonstration animal, or for law enforcement or rescue purposes.* Any animal used in an academic course, in a laboratory, or as a demonstration animal, or for law enforcement or rescue purposes, is allowed on university property, so long as:

1) Such animal has a current, valid license and current vaccinations, according to the requirements for all animals of the same species in the municipality or local area government where such animal resides or is located, or in the event such animals are used for academic, laboratory, or research purposes, the standards and practices associated with such academic, laboratory, and research purposes must be complied with;

2) Such animal is under appropriate restraint and under appropriate control at all times;

3) Such animal does not cause immediate danger to the health or safety of other people on university property.

4.3 Recognizing that the campus is part of the surrounding neighborhood and community, animals with valid licenses and current vaccinations, under proper restraint and with their owners who are walking across campus and who do not enter buildings are allowed on university property.

4.4 Aquarium fish and snails, when displayed for academic or esthetic purposes are allowed on campus. Aquaria kept in public view must be kept clean and presentable.

4.5 A one-time exception to the terms of this policy may be granted for events involving animals. These exceptions must be requested and approved through campus police.



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4.6 Every individual who is in control of an animal that is allowed to be on university property is responsible to immediately clean up after such animal, including the immediate removal of any waste. Individuals with disabilities who physically cannot clean up after their own service animal may not be required to pick up and dispose of animal waste. However, these individuals should use marked service animal toileting areas when such areas are provided.

4.7 Animals may be left in vehicles so long as they do not pose any threat to passers-by and they are not in danger or distress. Unattended or unrestrained animals other than those left in vehicles, animals that pose a hazard or potential hazard to passers-by, or animals in danger or distress, will be removed from university property by a local animal control services. Policy complies with local codes.

5.0 PROCEDURES

5.1 Enforcement

5.1.1 Individuals who bring unauthorized animals onto university property shall be asked to remove the animal immediately or secure it in a private vehicle.

5.1.2 Anyone noting unauthorized animals on campus, or animals not appropriately restrained, should call Campus Police.

5.1.3 UVU employees who are repeat violators will face disciplinary action including but not limited to letters of reprimand, or in extreme cases, potential loss of employment.

5.1.4 Students who are repeat offenders may also face disciplinary action including reprimand, or in extreme cases, expulsion or banishment from university property.

5.1.5 Costs of damage to property directly resulting from animals on university property shall be the sole responsibility of the owner.

5.1.6 The individual(s) responsible for any damage to university property caused by their animal shall coordinate the repair or replacement of damaged property with the Facilities department and/or the Purchasing department.

5.2 Contacts: Questions regarding this policy should be directed to Campus Police.

POLICY HISTORY		
Date of Last Action	Action Taken	Authorizing Entity



UVU BOARD OF TRUSTEES Agenda Item Coversheet

DATE:	January 23, 2019
TITLE:	Academic Programs
EXECUTIVE/RESPONSIBLE STAFF MEMBER:	Wayne Vaught, Provost and VP for Academic Affairs
SUBJECT:	Academic Programs
BACKGROUND:	<p>The Board of Trustees is being asked to approve the following academic program additions, deletions, and modifications as recommended by the Academic Affairs Committee of the Board of Trustees:</p> <ul style="list-style-type: none"> a. Addition of AA/AS in Humanities and Social Science b. Addition of BA/BS/Minor in Anthropology c. Addition of BS/BA/Minor in Sociology d. Deletion of BA/BS Behavioral Science
ALTERNATIVES:	<ul style="list-style-type: none"> • Approve as presented, “I move to approve the following academic program additions or deletions: <ul style="list-style-type: none"> a. Addition of AA/AS in Humanities and Social Science b. Addition of BA/BS/Minor in Anthropology c. Addition of BS/BA/Minor in Sociology d. Deletion of BA/BS Behavioral Science” • Amend and approve, “I move to approve, as amended...” • No action, “I move that we go to the next agenda item...”
FINANCIAL IMPACT:	Available upon request
EXHIBITS:	<ul style="list-style-type: none"> a. Addition of AA/AS in Humanities and Social Science b. Addition of BA/BS/Minor in Anthropology c. Addition of BS/BA/Minor in Sociology d. Deletion of BA/BS Behavioral Science

Utah Valley University
Full Program Development
Document
(Associate, Bachelor, Master level)

Proposed Program Title: Humanities and Social Sciences

Program Type: Associate's Degree (AA/AS)

Sponsoring School, College, or Division: College of Humanities and Social Sciences (CHSS)

Sponsoring Academic Department(s) or Unit(s): Communication

Classification of Instructional Program Code: 24.0101

Credit Hours Required to Earn Degree: 60

Proposed Beginning Term: Fall 2020

University Curriculum Committee Approval Date: 10/3/2019

Academic Affairs Council Approval Date: 10/22/2019

CAO Comments Approval Date:

Institutional Board of Trustees' Approval Date:

Section I: The Request

The Communication Department in the College of Humanities and Social Sciences (CHSS) at Utah Valley University requests approval to offer an AA/AS in Humanities and Social Sciences effective Fall 2020.

Section II: Program Proposal

Program Description

The AA/AS in Humanities and Social Sciences is designed to (a) allow students to explore different majors and career paths within the humanities and social sciences, (b) provide a completion point for students who do not want to pursue a bachelor's degree, and (c) facilitate transfer to another institution for students who would like to finish their bachelor's degree elsewhere. The curriculum consists of 35 credits of general education, 12 credits of electives in the College of Humanities and Social Sciences, and 13 free electives from any college within the university.

Consistency with Institutional Mission

The associate's degree program learning outcomes are consistent with and enhance UVU's institutional mission. The mission statement from the Higher Ed Utah website says, "Utah Valley University is a teaching institution which provides opportunity, promotes student success, and meets regional educational needs. UVU builds on a foundation of substantive scholarly and creative work to foster engaged learning. The university prepares professionally competent people of integrity who, as lifelong learners and leaders, serve as stewards of a globally interdependent community."

The current associate's degrees in CHSS are underutilized by students, perhaps because the degrees tend to have too many requirements and because they tend to not be aligned with the college's bachelors degrees. The number of students graduating with one of the current associate's degrees has declined from 223 in 2014 to 168 in 2018. In contrast, the number of students graduating from the College of Humanities and Social Sciences with a bachelor's degree during the same period are 759, 779, 788, 799, 877. The number of those students who also held an associate's degree from CHSS are 2, 4, 6, 21, and 19.

Starting this associate's degree and deleting the existing associate's degrees will serve students better than the current arrangement and will simplify things for students and advisors. The process of deleting existing associate's degrees has begun and will continue over the next year. This is consistent with the college and university focus on student success and achieving a 45% completion rate by 2025. It is also consistent with the institution's focus on its community college function.

Method of Delivery

All of the General Education courses will be offered online and/or hybrid in addition to face-to-face. Additional elective courses will also be offered online and/or hybrid.

Types of Degrees Offered

The program will offer an AA and AS.

Timetable

This program will be implemented in Fall 2020. No additional recruiting of faculty or students, physical facilities, or equipment will be needed. Courses and programs will be advertised after final NWCCU approval.

Section III: Needs Assessment

Program Rationale

An analysis of the current AA/AS degrees within the college found they are underutilized. The proposal for a new AA/AS degree with more electives was proposed and faculty were asked to vote. Approximately 2/3 of the faculty who voted were in favor of moving forward with this degree for Fall 2020. The proposal was also approved by Academic Affairs Council. The benefit of offering this degree is that it will benefit students and will help the institution fulfill its community college mission.

Labor Market Demand

There is no IRI data for this degree. However, this degree will provide a completion point for students who transfer or stop attending. It will also provide the option of a stackable degree for students pursuing degrees in humanities and social sciences.

Student Demand

Students can earn this degree as they complete their bachelor's degree and advisors will actively encourage students to complete this if there is any chance of them transferring or stopping out.

Expected Student Enrollment

It is expected that 200 students will enroll the first year, 400 more the second year, and 400 additional the third year. This will be students who are going to transfer, stop pursuing higher education, and who want a stackable associates for their bachelor's degree.

Similar Programs

Degree Name	Institution	Credits in Core	Total Program Credits
Humanities AA/AS	Salt Lake Community College	39	61
Associate of Arts AA	Snow College	35	60
Associate of Arts AA	Community College of Denver	60	60
Associate of Arts AA	University of Alaska Anchorage	34	60
Associate of Arts AA	Villanova University	42	60

Collaboration with and Impact on Other USHE Institutions

This program will not be delivered outside our designated service area. It should have no impact on other USHE institutions. There has been no collaboration with other USHE institutions. There are no other USHE institutions with the same degree.

External Review and Accreditation

None.

Section IV: Program Details

Graduation Standards and Number of Credits

1. Completion of a minimum of 60 semester credits.
2. Overall grade point average of 2.0 (C) or above. (Departments may require a higher GPA.)
3. Residency hours -- minimum of 20 credit hours through course attendance a UVU.
4. Completion of GE and specified departmental requirements.
5. For the AA degree, completion of 8 credit hours of course work from one language.

Admission Requirements

There are no special admission requirements for this program beyond those for admission into the institution. UVU is an open admission institution with a commitment to student success. Students will provide a high school diploma or equivalent or a transcript from previous college and fill out the online application.

Curriculum and Degree Map

Course Prefix/ Number	New Course?	Course Title	Pre- requisites to Course	One Sentence Description if New Course	Credit Hours
General Education Courses					
<u>Complete the following</u>					
<u>ENGL 1010 or</u>		<u>Introduction to Academic Writing CC or</u>			<u>3</u>
<u>ENGH 1005</u>		<u>Literacies and Composition Across Contexts CC</u>			
<u>ENGL 2010</u>		<u>Intermediate Writing/Academic Writing and Research CC</u>			<u>3</u>
<u>Complete one of the following:</u>					<u>3</u>
<u>MAT 1030</u>		<u>Quantitative Reasoning QL (3)</u>			
<u>MAT 1035</u>		<u>Quantitative Reasoning with Integrated Algebra QL (6)</u>			
<u>STAT 1040</u>		<u>Introduction to Statistics QL (3)</u>			

<u>STAT 1045</u>		<u>Introduction to statistics with Algebra QL (5)</u>			
<u>MATH 1050</u>		<u>College Algebra QL (4)</u>			
<u>MATH 1055</u>		<u>College Algebra with Preliminaries QL (5)</u>			
<u>MATH 1090</u>		<u>College Algebra for Business QL (3)</u>			
<u>Complete one of the following:</u>					<u>3</u>
<u>HIST 2700 & HIST 2710</u>		<u>US History to 1877 AS and US History since 1877 AS (6)</u>			
<u>HIST 1700</u>		<u>American Civilization AS</u>			
<u>HIST 1740</u>		<u>US Economic History AS</u>			
<u>POLS 1000</u>		<u>American Heritage SS</u>			
<u>POLS 1100</u>		<u>American National Government AS</u>			
<u>Complete the following:</u>					
<u>PHIL 2050</u>		<u>Ethics and Values IH (3)</u>			<u>3</u>
<u>HLTH 1100 or PES 1097</u>		<u>Personal Health and Wellness TE (2) or Fitness for Life TE (2)</u>			2
<u>Distribution course requirements</u>					<u>3</u>
<u>Fine Arts Distribution</u>		(3)			<u>3</u>
<u>Biological Science Distribution</u>		(3)			<u>3</u>
<u>Physical Science Distribution</u>		(3)			<u>3</u>
<u>Third Science Distribution</u>		(3)			<u>3</u>

<u>Humanities Distribution</u>		(3)			<u>3</u>
<u>Social/Behavioral Science Distribution</u>					<u>3</u>
General Education Subtotal:					35
Humanities and Social Sciences Courses (any 3)					12 (AS) 12 (AA)
One Language (other than English) to include the 1010 or 1020 levels					8 (AA)
General Elective Courses ("Free Elective")					
Any course at UVU above the 1000 level					13 (AS) 5 (AA)
Total Program Credit Hours:					60

Degree Map:

AS in Humanities and Social Sciences

Fall of First Year (Course Prefix and Number)	Course Title	Credit Hours
<i>ENGL 1010</i>	<i>Introduction to Writing</i>	<i>3.0</i>
<i>MAT 1030 OR MAT 1035 or STAT 1040* or STAT 1045 or MATH 1050 or MATH 1055 or MATH 1090</i>	<i>Quantitative Reasoning or Quantitative Reasoning with Integrated Algebra or Introduction to Statistics or Introduction to Statistics with Algebra or College Algebra or College Algebra with Preliminaries or College Algebra for Business</i>	<i>3.0</i>
<i>General Elective Course (Any course at UVU</i>		<i>4.0</i>

<i>above the 1000 level)</i>		
<i>HLTH 1100 or PES 1097</i>	<i>Personal Health and Wellness or Fitness for Life</i>	<i>2.0</i>
<i>Humanities and Social Sciences Course (any)</i>		<i>3.0</i>
	Semester total:	<i>15.0</i>
Spring of First Year (Course Prefix and Number)	Course Title	Credit Hours
<i>ENG 2010</i>	<i>Intermediate Writing—Humanities/Social Sciences</i>	<i>3.0</i>
<i>Physical Science Distribution</i>		<i>3.0</i>
<i>Biological Science Distribution</i>		<i>3.0</i>
<i>General Elective Course (Any course at UVU above the 1000 level)</i>		<i>3.0</i>
<i>General Elective Course (Any course at UVU above the 1000 level)</i>		<i>3.0</i>
	Semester total:	<i>15.0</i>
Fall of Second Year (Course Prefix and Number)	Course Title	Credit Hours
<i>PHIL 2050</i>	<i>Ethics & Values</i>	<i>3.0</i>
<i>Physical Science</i>		<i>3.0</i>
<i>Fine Arts Distribution</i>		<i>3.0</i>
<i>Humanities and Social Sciences Course (any)</i>		<i>3.0</i>
<i>General Elective Course (Any course at UVU above the 1000 level)</i>		<i>3.0</i>
	Semester total:	<i>15.0</i>
Spring of Second Year (Course Prefix and Number)	Course Title	Credit Hours
<i>Third Science Distribution</i>		<i>3.0</i>
<i>Humanities Distribution</i>		<i>3.0</i>
<i>HIST 1700 or HIST 1740 or POLS 1000 or POLS 1100 or HIST</i>	<i>American Civilization or US Economic History or American Heritage or American National Government or US History to 1877 and US History since 1877</i>	<i>3.0</i>

<i>2700 and HIST 2710</i>		
<i>Humanities and Social Sciences Course (any)</i>		<i>3.0</i>
<i>Humanities and Social Sciences Course (any)</i>		<i>3.0</i>
	Semester total:	15

AA in Humanities and Social Sciences

Fall of First Year (Course Prefix and Number)	Course Title	Credit Hours
<i>ENGL 1010</i>	<i>Introduction to Writing</i>	<i>3.0</i>
<i>MAT 1030 OR MAT 1035 or STAT 1040* or STAT 1045 or MATH 1050 or MATH 1055 or MATH 1090</i>	<i>Quantitative Reasoning or Quantitative Reasoning with Integrated Algebra or Introduction to Statistics or Introduction to Statistics with Algebra or College Algebra or College Algebra with Preliminaries or College Algebra for Business</i>	<i>3.0</i>
<i>Language 1</i>		<i>4.0</i>
<i>HLTH 1100 or PES 1097</i>	<i>Personal Health and Wellness or Fitness for Life</i>	<i>2.0</i>
<i>Humanities and Social Sciences Course (any)</i>		<i>3.0</i>
	Semester total:	<i>15.0</i>
Spring of First Year (Course Prefix and Number)	Course Title	Credit Hours
<i>ENG 2010</i>	<i>Intermediate Writing—Humanities/Social Sciences</i>	<i>3.0</i>
<i>Physical Science Distribution</i>		<i>3.0</i>
<i>Biological Science Distribution</i>		<i>3.0</i>
<i>Humanities and Social Sciences Course (any)</i>		<i>3.0</i>
<i>Language 2</i>		<i>4.0</i>
	Semester total:	<i>16.0</i>
Fall of Second Year (Course Prefix and Number)	Course Title	Credit Hours
<i>PHIL 2050</i>	<i>Ethics & Values</i>	<i>3.0</i>
<i>Third Science Distribution</i>		<i>3.0</i>
<i>Physical Science</i>		<i>3.0</i>
<i>Humanities and Social Sciences Course (any)</i>		<i>3.0</i>

<i>General Elective Course</i> (Any course at UVU above the 1000 level)		3.0
	Semester total:	15.0
Spring of Second Year (Course Prefix and Number)	Course Title	Credit Hours
<i>Fine Arts Distribution</i>		3.0
<i>Humanities Distribution</i>		3.0
<i>HIST 1700 or HIST 1740 or POLS 1000 or POLS 1100 or HIST 2700 and HIST 2710</i>	<i>American Civilization or US Economic History or American Heritage or American National Government or US History to 1877 and US History since 1877</i>	3.0
<i>Humanities and Social Sciences Course (any)</i>		3.0
<i>General Elective Course</i> (Any course at UVU above the 1000 level)		2.0
	Semester total:	14

Section V: Institution, Faculty, and Staff Support

Institutional Readiness

The program will be offered within the existing College of Humanities and Social Sciences departments. It is anticipated that it will require no additional resources or organizational structures beyond those used to support the current AA/AS degrees, GE offerings, and BA/BS degrees.

Faculty

Additional faculty will not be needed for the proposed changes.

Part I. Department Faculty/Staff

Identify # of department faculty / staff (headcount) for the year preceding implementation of proposed program.

	# Tenured	# Tenure -Track	# Non - Tenure
Faculty: Full Time with Doctorate	76	47	17
Faculty: Part Time with Doctorate	*see note		27
Faculty: Full Time with Masters	4	7	28
Faculty: Part Time with Masters	*see note		154
Faculty: Full Time with Baccalaureate			1
Faculty: Part Time with Baccalaureate	*see note		33
Teaching / Graduate Assistants	N/A		

Staff: Full Time	33		
Staff: Part Time	4		

**Fall 2019 there are 298 part- time faculty. The numbers of part- time faculty and the degrees they have changes from semester to semester.*

Part II. Proposed Program Faculty Profiles

There is no need for additional faculty within the institution to be used in support of the proposed program(s).

Part III: New Faculty / Staff Projections for Proposed Program

There is no need for additional faculty/staff to be hired for this program.

Staff

Existing administrative staff will continue to serve the new program. No new staff will be recruited.

Student Advisement

Students in the proposed program will be advised by current advisors and counselors from the first year advising center. There is no need for additional advisors.

Library and Information Resources

Library and Information Resources

The Utah Valley University Fulton Library cultivates a dynamically changing collection of eBooks, streamed videos, journals and books that relate to the Humanities and Social Sciences. As the influence of the program continues to expand, UVU Fulton Library's College of Humanities and Social Sciences collection development will match its content and direction.

Print holdings in the Humanities and Social Sciences are spread throughout the library collection. including resources in areas related to the specific subject areas such as psychology, history, sociology, and political science. The library specialists assigned to the Humanities and Social Sciences will work with the department, faculty and staff to augment the current collection with additional books and electronic materials as required.

Resources are selected in collaboration with faculty to best support current and future classes at UVU and are updated with peer-recommended lists and other review sources. Because of the relatively new age of the holdings, students have access to books of quality and currency.

Initial "one-stop-shopping" for articles/books/videos relating to Humanities and Social Sciences research can be done by means of the UVU Fulton Library website's OneSearch feature, which allows a single search to simultaneously span multiple databases and includes a search of the library catalog's books, journals, eBooks, and videos. (Each individual database can also be searched within the scope of the respective database website.)

Currently the UVU Fulton Library has access to O'Reilly Safari Tech Books, EBSCO eBooks and Proquest EBook Central. An over reaching list of approximately 73,000 academic titles.

Currently, the UVU Fulton Library provides access to over 275 periodical databases. Some of those most useful for Humanities and Social Sciences include: *Communication & Mass Media Complete*, *PsycINFO*, *JSTOR*, *America: History and Life*, *Academic Search Ultimate*, and the *MLA International Bibliography*.

Current catalog holdings for the Fulton Library are estimated as follows:

Books – 202,611
eBooks – 73,664
Streamed Media – 146,430
Audio/Video – 17,382
Journals – over 100,000

Off-campus web access to library patrons is enabled by means of an LDAP login authentication layer that is enforced by the UVU Fulton Library EZProxy server.

A patron may often seek information (articles, books, etc.) that are not directly owned or licensed by UVU Fulton Library. In such cases, a desired item may be accessed from other libraries throughout the United States by means of the Interlibrary Loan service (ILL). A requested article full text is emailed to a requester within one business day. Print books are generally located, received, and made available within seven business days. In addition, UVU Fulton Library patrons have access to check out items from partner libraries of higher education in the Utah area (BYU, U of Utah, Utah State, Weber State, etc.) by means of Utah Academic Library Consortium (UALC) agreement.

Four librarians currently serve as UVU Fulton Library liaisons for faculty and student support for College of Humanities and Social Sciences. They may be contacted for additional information:

Emily Bullough
Head of Information Services
Behavioral Sciences
x7421
Emily.Bullough@uvu.edu

Jacques d'Emal
Collection Management Librarian
History and Political Science
x8058
jacques.demal@uvu.edu

Anthony Morris
Librarian – Technical Services
Humanities
x8780
Anthony.Morris@uvu.edu

Annie Smith
Reference Instruction Librarian
Languages and Literature
x8752
SMITHAN@uvu.edu

Resource Recommendations

The Fulton Library does not expect the need for additional funds to support this degree.

Physical Facilities and Equipment

None.

Projected Enrollment and Finance

Part I.

All of the required courses exist currently; thus, no new courses or sections will be required to support the AA/AS program. Funding to support the existing courses is already in place; no new funds are required.

Project the number of students who will be attracted to the proposed program as well as increased expenses, if any. Include new faculty & staff as described above.

Three Year Projection: Program Participation and Department Budget						
	Year Preceding Implementation	New Program				
		2019-20	2020-21	2021-22	2022-23	2023-24
Student Data						
# of Majors in Department		5163	5363	5563	5563	5563
# of Majors in Proposed Program(s)			200	400	400	400
# of Graduates from Department		1056	1206	1356	1356	1356
# Graduates in New Program(s)			150	300	300	300
Department Financial Data						
	Department Budget					
	Year Preceding Implementation (Base Budget)	Year 1	Year 2	Year 3		
		Addition to Base Budget for New Program(s)	Addition to Base Budget for New Program(s)	Addition to Base Budget for New Program(s)		
<i>Project additional expenses associated with offering new program(s). Account for New Faculty as stated in above in, "Faculty Projections."</i>						
EXPENSES – nature of additional costs required for proposed program(s)						
<i>List salary benefits for additional faculty/staff each year the positions will be filled. For example, if hiring faculty in year 2, include expense in years 2 and 3. List one-time operating expenses only in the year expended.</i>						
Personnel (Faculty & Staff Salary & Benefits)	\$26,628,783.0	\$0.00	\$0.00	\$0.00		
Operating Expenses (equipment, travel, resources)	\$1,364,184.00	\$0.00	\$0.00	\$0.00		
Other:						
TOTAL PROGRAM EXPENSES	\$27,992,967.0	\$0	\$0	\$0		
TOTAL EXPENSES	\$0	\$0	\$0	\$0		
FUNDING – source of funding to cover additional costs generated by proposed program(s)						
<i>Describe internal reallocation using Narrative 1 on the following page. Describe new sources of funding using Narrative 2.</i>						
Internal Reallocation		\$0.00	\$0.00	\$0.00		
Appropriation	\$27,992,967.0					
Special Legislative Appropriation						

Grants and Contracts					
Special Fees					
Tuition		\$0.00	\$0.00	\$0.00	
Differential Tuition (requires Regents approval)					
PROPOSED PROGRAM FUNDING					
TOTAL DEPARTMENT FUNDING	\$27,992,967.	\$0.00	\$0.00	\$0.00	
Difference					
Funding - Expense	\$0	\$0	\$0	\$0	

Part II: Expense explanation

Expense Narrative

All of the required courses and electives are currently offered. Based on anticipated enrollment in these courses and the existence of sufficient courses and sections to meet project demand, the program will generate more tuition revenue than the anticipated additional cost.

Part III: Describe funding sources

Revenue Narrative 1

The AA/AS in Humanities and Social Sciences will not require any additional sources of funding beyond those currently used in the college.

Revenue Narrative 2

N/A

Section VI: Program Evaluation

Program Assessment

Time to graduation, number of associate's degrees awarded, and ratio of associate's degree graduates to bachelor's degree graduate rates will be tracked. Assessment will occur regularly based on these numbers by asking students who are enrolled in the program to write an essay about their experience taking classes in Humanities and Social Sciences. Those who do so will be given a \$25 gift card for participation. The dean's office will pay for the gift card and evaluation costs. The essays will be assessed based on a modified VALUE rubric.

Student Standards of Performance

Program Learning Outcomes:

Upon successful completion of this program students will be able to...

- Discover connections among disciplines.
- Develop critical thinking.
- Demonstrate knowledge of human cultures and the physical and natural world as studied in humanities and social sciences.
- Appropriately use the conventions associated with writing and speaking.



December 2, 2019

Elaine Dalton, Board of Trustees Chair
c/o Justin Jones, Board of Trustees' Secretary
Utah Valley University
President's Office – MS 186
800 W University Parkway
Orem, UT 84058

Dear Chair Dalton,

Pursuant to Utah Code Annotated 53B-16-102(5)(b)(ii), attached is the Peer Review Report for the following program, which the Utah Valley University Board of Trustees is to consider in reviewing this program for approval:

- **Associate of Arts/Science in Humanities and Social Sciences**

Please let me know if you have any questions regarding this report. If your Board approves the program, the institution's Chief Academic Officer will notify our office of your action so we can keep an accurate record of the programs available in the Utah System of Higher Education.

Thank you for giving this your attention.

Sincerely,

A handwritten signature in black ink, appearing to read "Dan W.", with a stylized flourish extending to the right.

David R. Woolstenhulme, EdD
Interim Commissioner of Higher Education

CC: Astrid S. Tuminez, President – Utah Valley University
Wayne Vaught, Senior Vice President for Academic Affairs



NOV IP Video - Utah Valley University - AA/AS in Humanities and Social Sciences

3

[Trina Weller](#)[All Sections](#)

Please use this page for comments

[AA_AS_Human_SS_UVU](#)

1. Does the proposed curriculum meet the standards of the degree area as assessed by your relevant faculty- specify specific concerns based on your accepted curriculum or national standards, and/or accreditation standards?
2. Do the resources exist to adequately offer a quality program of study and are future resource needs adequately specified? Provide examples of how the resources available in your program look so as to give context on where and why you feel deficiencies exist.
3. Are there any structural or programmatic concerns with the degree? Will students be able to transfer without difficulty (3000 and 4000 level curriculum in the first 2 years, etc.), etc., etc.- Be specific in your examples
4. Are there any other concerns not addressed above?



O

cao@utah.edu<https://uen.instructure.com/courses/44955/users/880020>

Nov 15, 2019



Comments from Brian Coddling - Assoc Professor, College of Social & Behavioral Science

The University of Utah does not see any issues with this proposed AA/AS degree.

Comments from Joy Pierce - Assoc Dean in College of Humanities

1. *Does the proposed curriculum meet the standards of the degree area as assessed by your relevant faculty- specify specific concerns based on your accepted curriculum or national standards, and/or accreditation standards?*

YES

2. *Do the resources exist to adequately offer a quality program of study and are future resource needs adequately specified? Provide examples of how the resources available in your program look so as to give context on where and why you feel deficiencies exist.*

YES. No new/additional resources are required for this proposal.

3. *Are there any structural or programmatic concerns with the degree? Will students be able to transfer without difficulty (3000 and 4000 level curriculum in the first 2 years, etc.), etc., etc.- Be specific in your examples*

It appears that students will be able to transfer without difficulty.

4. Are there any other concerns not addressed above?

I suggest an accurate vote count: for, against, abstentions to show the level of support among faculty.

While there are categories that speak to estimated numbers of enrollment over four years, providing specific program goals (enrollment, matriculation, years to graduate, etc) per year for the next four to eight year would be helpful. Similarly, what specific student goals (ie. concepts/skills) will be measure, and what tools/metrics will assessors use to evaluate student essays? Further, will assessors or advisors have a way in which to measure the number of students who transfer, continue to a BA/BS, or deem the AA/AS a terminal degree?

← Reply



[Greg Benson](https://uen.instructure.com/courses/44955/users/1212378)

<https://uen.instructure.com/courses/44955/users/1212378>

Nov 15, 2019

UVU is commended for proposing the AA/AS in humanities and social sciences in an effort to increase the number of associate degrees awarded in the College of Humanities and Social Sciences. As noted in the proposal, the AA/AS in humanities and social sciences will provide a completion point for UVU students who transfer or stop attending, as well as a stackable degree for students pursuing baccalaureate degrees. Courses, personnel, and other resources are fully in place to offer the proposed AA/AS degree.

Greg Benson, Assistant Commissioner

Edited by [Greg Benson \(https://uen.instructure.com/courses/44955/users/1212378\)](https://uen.instructure.com/courses/44955/users/1212378) on Nov 25 at 10:55am

← [Reply](#)



[Madonne Miner](#)

<https://uen.instructure.com/courses/44955/users/1661>

Nov 16, 2019

From WSU:

UVU's proposal for an AA/AS in Humanities and Social Sciences was sent to Deans Dr. Julie Rich (College of Social and Behavior Sciences) and Dr. Scott Sprenger (College of Arts & Humanities) who were in support of the proposal.

← [Reply](#)

**Utah System of Higher Education
New Academic Program Proposal
Cover/Signature Page - Full Template**

Institution Submitting Request: Utah Valley University

Proposed Program Title: Anthropology

Sponsoring School, College, or Division: College of Humanities and Social Science

Sponsoring Academic Department(s) or Unit(s): Behavioral Science

Classification of Instructional Program Code: 45.0201

Min/Max Credit Hours Required to Earn Degree: 120

Proposed Beginning Term: Fall 2020

University Curriculum Committee Approval Date: 10/3/2019

Academic Affairs Council Approval Date: 10/22/2019

CAO Comments Approval Date:

Institutional Board of Trustees' Approval Date: Pending

Program Type (check all that apply):

<input type="checkbox"/>	Associate of Applied Science Degree (AAS)
<input type="checkbox"/>	Associate of Arts Degree (AA)
<input type="checkbox"/>	Associate of Science Degree (AS)
<input type="checkbox"/>	Specialized Associate Degree (specify award type)
<input type="checkbox"/>	Other (specify award type)
X	Bachelor of Arts Degree (BA)
X	Bachelor of Science Degree (BS)
<input type="checkbox"/>	Professional Bachelor Degree (specify award type)
X	Other (specify award type) Minor
<input type="checkbox"/>	Master of Arts Degree (MA)
<input type="checkbox"/>	Master of Science Degree (MS)
<input type="checkbox"/>	Professional Master Degree (specify award type)
<input type="checkbox"/>	Other (specify award type)
<input type="checkbox"/>	Doctoral Degree (specify award type)
<input type="checkbox"/>	K-12 School Personnel Program
<input type="checkbox"/>	Out of Service Area Delivery Program

Utah System of Higher Education Program Description - Full Template

Section I: The Request

The Behavioral Science Department in the College of Humanities and Social Sciences at Utah Valley University requests approval to offer a BS/BA/Minor in Anthropology effective Fall 2020.

Section II: Program Proposal

Program Description

The BA/BS/Minor will give students the opportunity to earn a full major/minor in the field of anthropology. Students who obtain this degree will a) develop anthropological knowledge, enabling them to analyze trends in culture and society, b) methodological competence, learning to apply anthropological methods for learning about cultural/ideological differences and navigating them in daily life, and c) essential skills, written and spoken communication, analytic reading and writing, building rapport with people from different backgrounds.¹ The Minor in Anthropology will allow students pursuing other majors to earn a credential that suggests critical thinking skills, writing ability, and cultural sensitivity.

Consistency with Institutional Mission

By offering education in human diversity, writing, critical thinking and research, the BS/BA/Minor in Anthropology is consistent with UVU's mission to prepare "professionally competent people" to serve as "stewards of a globally interdependent community."² Given that anthropology specializes in the study of human culture and society, offering a BS/BA/Minor in Anthropology serves the global scope of UVU's mission. Moreover, the program's focus on hands-on, student research is consistent with UVU's mission of fostering engaged learning.

Method of Delivery

The majority of the course will be delivered in person. Some electives will be delivered online during the summer.

Types of Degrees Offered

The anthropology program will offer a full BS/BA/Minor in Anthropology.

Timetable

The plan is to begin the program in Fall 2020. Student recruitment to the major will begin once the degree(s) have been officially approved (hopefully in Fall 2019 and Winter 2020).

Section III: Needs Assessment

¹Jackson, Palmyra & Noguera, Karina 2017. *A Review of Undergraduate Learning Outcomes in Anthropology*. American Anthropological Association. Retrieved from <http://s3.amazonaws.com/rdcms-aaa/files/production/public/FileDownloads/pdfs/Learning%20outcomes%20report.pdf> on March, 21st 2019

² <https://higheredutah.org/policies/policyr312/>

Program Rationale

At present, students are only able to receive a degree in behavioral science with an anthropology emphasis. Because the behavioral science degrees are currently being phased out, it is necessary that students have the opportunity to pursue a full BS/BA/Minor in Anthropology. A degree in anthropology develops “soft skills” sought after in professional settings and communicates to potential employers that a candidate is comfortable with cultural and ideological diversity. Indeed, numerous postings for jobs in tech, market research, government, and non-profit sectors list a Bachelor in Anthropology among their desired degrees. In addition, this program has a core of 36 credits (scaling back from the previous 67 credit requirement) to make it easier for transfer students, students who change majors, and students who want a minor or double major.

Labor Market Demand

Long-term Bureau of Labor Statistics (BLS) estimates the 2016-2026 growth rate for the SOC codes that corresponds to anthropology (CIP 45.0201) within Utah to vary from not enough data to report or as fast as average with estimated increases of 1-11% and combined growth of about 30 new job openings annually. According to the BLS, the median annual wage for these occupations is estimated to be ~ \$30,860-\$62,210 (though not all occupations have data available) a range which is equal to or much higher than the 2017 Utah median wage (\$35,650). Labor Insight Burning Glass data indicates greater demand than the longer-term BLS projections with 59 job postings for this occupational area in Utah during the past 12 months – 22 in the SLC MSA, 1 in Ogden-Clearfield, 3 in Provo-Orem, 1 in St. George, 1 in the Logan-Idaho region, and 31 in unspecified locations. Moreover, when combined with internships and relevant experience, the anthropology degree develops skills that will help students succeed in a range of professions beyond those listed in this report. In a survey conducted by the American Anthropological Association’s Committee on Practicing, Applied, and Public Interest Anthropology, it was found that anthropologists work in a number of professions, which include foreign affairs, international development, mass communication, market research, social impact assessment, product design, tourism, management consulting, and public health.³

Student Demand

Assessment of student demand is best drawn from enrollments in the UVU Behavioral Science Department. UVU Fall enrollments of behavioral science majors have increased more than 32% over the past 5 years: 2014- 1,964; 2015- 2,074; 2016- 2,081; 2017- 2,280; 2018-2,600. A department with a large and growing student base indicates sufficient demand to support an additional degree level in this. In the 2016-17 academic year, 150 students graduated (all degree levels combined) from institutions in Utah with degrees in Anthropology.

The number of students registered as behavioral science majors with an anthropology emphasis rose from 62 in 2014 to 72 in 2018. There are a number of reasons to assume the 2018 number represents a floor rather than a ceiling. During this period, one of the department’s two full-time anthropology faculty was undergoing chemotherapy, which made it difficult for the program to function at its full potential. There is also likely some brand confusion over the fact that anthropology is not a behavioral science. Once there is a full major/minor available, and a marketing strategy can be developed to inform students of what the major/minor has to offer, there is significant room for growth.

³<https://www.americananthro.org/AdvanceYourCareer/Content.aspx?ItemNumber=1783&navItemNumber=742&navItemNumber=580>

Similar Programs

Currently, there are eight institutions offering awards in this CIP program at higher education institutions in Utah – all of the USHE institutions except UVU offer this degree type. As a science of human diversity, anthropology occupies an important niche in the social sciences, so most four-year universities offer a full degree in anthropology. UVU should not be an exception. UVU's program will be uniquely streamlined with only a 36-credit core. This will ensure timely graduation and enable students to combine their anthropology major with study in other fields.

Collaboration with and Impact on Other USHE Institutions

Currently, there are no collaborations planned with other USHE institutions. The program will serve the UVU student-body and will not be delivered outside of the service area.

External Review and Accreditation

There is not special review or accreditation required for the BS/BA/Minor in Anthropology.

Section IV: Program Details Graduation

Standards and Number of Credits

The number of required credits (120) do not exceed the credit limit.

Graduation Requirements

1. Completion of a minimum of 120 credits, 40 of which must be 3000 level or higher.
2. Minimum UVU GPA of 2.0 upon graduation.
3. Residency hours--minimum of 30 credit hours through course attendance at UVU, with at least 10 hours earned in the last 45 hours.
4. Successful completion of at least one Global/Intercultural course.

Note: Please see department advisor for an explanation of all program requirements, a list of recommended classes, and for assistance with creating an academic plan for graduation.

Note: If a student has completed an associate degree through another institution, the required general education courses may be waived.

Admission Requirements

There are no special admission requirements for this program beyond those for admission into the institution. UVU is an open admission institution with a commitment to student success. Students will provide a high school diploma or equivalent or a transcript from previous college and fill out the online application.

Curriculum and Degree Map

Program Curriculum for BS/BA in Anthropology:

Course Number	New Course	Course Title	Credit Hours
General Education Courses			
Complete the following			
ENGL 1010 or ENGL 1005		Introduction to Academic Writing CC or Literacies and Composition Across Contexts CC	3
ENGL 2010		Intermediate Writing/Academic Writing and Research CC	3
Complete one of the following:			3
MAT 1030		Quantitative Reasoning QL (3)	
MAT 1035		Quantitative Reasoning with Integrated Algebra QL (6)	
STAT 1040		Introduction to Statistics QL (3)	
STAT 1045		Introduction to statistics with Algebra QL (5)	
MATH 1050		College Algebra QL (4)	
MATH 1055		College Algebra with Preliminaries QL (5)	
MATH 1090		College Algebra for Business QL (3)	
Complete one of the following:			3
HIST 2700 & HIST 2710		US History to 1877 AS and US History since 1877 AS (6)	
HIST 1700		American Civilization AS	
HIST 1740		US Economic History AS	
POLS 1000		American Heritage SS	
POLS 1100		American National Government AS	
Complete the following:			
PHIL 2050		Ethics and Values IH (3)	3
HLTH 1100 or PES 1097		Personal Health and Wellness TE (2) or Fitness for Life TE (2)	2
<i>Distribution course requirements</i>			
<i>Fine Arts Distribution</i>		(3)	3
<i>Biological Science Distribution</i>		(3)	3
<i>Physical Science Distribution</i>		(3)	3
<i>Third Science Distribution</i>		ANTH 1020 Biological Anthropology BB (3)	3
<i>Humanities Distribution</i>		(Fulfilled in BA by Foreign Language 202G)	3(BS) 4(BA)
<i>Social/Behavioral Science</i>		ANTH 101G Social Cultural Anthropology	3

<i>Distribution</i>		SS GI (3)	
General Education Subtotal:			35 (BS) 36 (BA)
Required Courses			
ANTH 103G		World Prehistory SS GI (3)	3
ANTH 2880	X	Introduction to Theory and Ethnography WE (3)	3
ANTH 3000		Language and Culture (3)	3
ANTH 3850		Ethnographic Methods WE (3)	3
ANTH 4120		History of Anthropological Thought (3)	3
ANTH 4130		Contemporary Theory and Debates (3)	3
Required Course Credit Hour Sub Total:			18
Elective Courses			
<i>Anthropology Electives: Complete 18 additional credits of upper division anthropology coursework.</i>			18
<i>Elective Requirements: Complete 10 credits of any course numbered 3000 or higher. Please see your academic advisor to make sure you will complete at least 40 credits of upper division coursework.</i>			10
<i>For BA: Complete 12 credits of coursework from the same foreign language and 26 credits of 1000-level or higher coursework from any subject For BS: Complete 39 credits of 1000-level or higher coursework from any subject.</i>			38 (BA) 39 (BS)
Elective Credit Hour Subtotal:			66 (BA) 67 (BS)
Program Total			120

Program Curriculum for Minor in Anthropology:

Course Number	New Class	Course Title	Credit hours
ANTH 101G		Introduction to Social Cultural Anthropology	3
ANTH 2880	X	Introduction to Theory and Ethnography	3
Elective Courses			
<i>Anthropology Electives: Complete 12 additional credits of upper division anthropology coursework.</i>			12

Program Curriculum Narrative:

There are no variable credits. There is no additional curriculum information to report beyond that provided in the degree map.

Degree Map:

BA in Anthropology

Fall of First Year (Course Prefix and Number)	Course Title	Credit Hours
<i>ENGL 1010</i>	<i>Introduction to Writing</i>	<i>3.0</i>
<i>Elective</i>	<i>(MAT 1010 recommended here if needed)</i>	<i>3.0</i>
<i>PES 1097</i>	<i>Fitness for Life</i>	<i>2.0</i>
<i>Fine Arts Distribution</i>		<i>3.0</i>
<i>Elective</i>		<i>3.0</i>
	Semester total:	14.0
Spring of First Year (Course Prefix and Number)	Course Title	Credit Hours
<i>Anth 101G</i>	<i>Introduction to Social Cultural Anthropology</i>	<i>3.0</i>
<i>ENG 2010</i>	<i>Intermediate Writing—Humanities/Social Sciences</i>	<i>3.0</i>
<i>Mathematics GE</i>		<i>3.0</i>
<i>Biology GE</i>		<i>3.0</i>
<i>Language 1</i>		<i>4.0</i>
	Semester total:	16.0

Fall of Second Year (Course Prefix and Number)	Course Title	Credit Hours
<i>ANTH 1020</i>	<i>Biological Anthropology</i>	3.0
<i>PHIL 2050</i>	<i>Ethics & Values</i>	3.0
<i>ANTH 2880</i>	<i>Introduction to Theory and Ethnography</i>	3.0
<i>Language 2</i>		4.0
<i>Elective</i>		2.0
	Semester total:	15.0
Spring of Second Year (Course Prefix and Number)	Course Title	Credit Hours
Anth 103G	World Prehistory SS GI	3.0
<i>Physical Science GE</i>		3.0
<i>Elective</i>		3.0
American Institutions GE		3.0
Language 3		4.0
	Semester total:	16
Fall of Third Year (Course Prefix and Number)	Course Title	Credit Hours
<i>ANTH 3000</i>	Language and Culture	3.0
<i>ANTH Elective</i>		3.0
<i>ANTH Elective</i>		3.0
<i>Foreign Language 202G</i>		4.0
<i>Upper Division Elective</i>		3.0
	Semester total:	16.0
Spring of Third Year (Course Prefix and Number)	Course Title	Credit Hours
ANTH 3850	Ethnographic Methods	3.0
<i>ANTH Elective</i>		3.0
<i>ANTH Elective</i>		3.0
Upper Division Elective		4.0
<i>Elective</i>		3.0
	Semester total:	16.0
Fall of Fourth Year (Course Prefix and Number)	Course Title	Credit Hours
<i>ANTH 4120</i>	History of Anthropological Thought	3.0

<i>ANTH Elective</i>		3.0
<i>Upper Division Elective</i>		3.0
<i>Elective</i>		3.0
<i>Elective</i>		3.0
	Semester total:	15.0
Spring of Fourth Year (Course Prefix and Number)	Course Title	Credit Hours
ANTH 4130	Contemporary Theory and Debates	3.0
<i>ANTH Elective</i>		3.0
<i>Elective</i>		3.0
<i>Elective</i>		3.0
	Semester total:	12.0

BS in Anthropology

Fall of First Year (Course Prefix and Number)	Course Title	Credit Hours
<i>ENGL 1010</i>	<i>Introduction to Writing</i>	3.0
<i>Elective</i>	<i>(MAT 1010 recommended here if needed)</i>	3.0
<i>PES 1097</i>	<i>Fitness for Life</i>	2.0
<i>Elective</i>		3.0
<i>Elective</i>		3.0
	Semester total:	14.0
Spring of First Year (Course Prefix and Number)	Course Title	Credit Hours
Anth 101G	Introduction to Social Cultural Anthropology	3.0
<i>ENG 2010</i>	<i>Intermediate Writing—Humanities/Social Sciences</i>	3.0
<i>Mathematics GE</i>		3.0
<i>Biology GE</i>		3.0
<i>Fine Arts GE</i>		3.0
	Semester total:	15.0

Fall of Second Year (Course Prefix and Number)	Course Title	Credit Hours
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<i>ANTH 1020</i>	<i>Biological Anthropology</i>	3.0
<i>PHIL 2050</i>	<i>Ethics & Values</i>	3.0
<i>ANTH 2880</i>	<i>Introduction to Theory and Ethnography</i>	3.0
<i>Humanities Distribution</i>		3.0
<i>Elective</i>		3.0
	Semester total:	15.0
Spring of Second Year (Course Prefix and Number)	Course Title	Credit Hours
Anth 103G	World Prehistory SS GI	3.0
<i>Physical Science GE</i>		3.0
<i>Elective</i>		3.0
American Institutions GE		3.0
<i>Elective</i>		3.0
	Semester total:	15.0
Fall of Third Year (Course Prefix and Number)	Course Title	Credit Hours
<i>ANTH 3000</i>	Language and Culture	3.0
<i>ANTH Elective</i>		3.0
<i>ANTH Elective</i>		3.0
<i>Upper Division Elective</i>		4.0
<i>Elective</i>		3.0
	Semester total:	16
Spring of Third Year (Course Prefix and Number)	Course Title	Credit Hours
ANTH 3850	Ethnographic Methods	3.0
<i>ANTH Elective</i>		3.0
<i>ANTH Elective</i>		3.0
Upper Division Elective		3.0
<i>Elective</i>		3.0
	Semester total:	15.0

Fall of Fourth Year (Course Prefix and Number)	Course Title	Credit Hours
<i>ANTH 4120</i>	History of Anthropological Thought	3.0
<i>ANTH Elective</i>		3.0
<i>Upper Division Elective</i>		3.0

<i>Elective</i>		3.0
<i>Elective</i>		3.0
	Semester total:	15.0
Spring of Fourth Year (Course Prefix and Number)	Course Title	Credit Hours
ANTH 4130	Contemporary Theory and Debates	3.0
<i>ANTH Elective</i>		3.0
<i>Elective</i>		3.0
<i>Elective</i>		3.0
<i>Elective</i>		3.0
	Semester total:	15.0

Minor in Anthropology

Fall of First Year (Course Prefix and Number)	Course Title	Credit Hours
	Semester Total:	0
Spring of First Year (Course Prefix and Number)	Course Title	Credit Hours
<i>ANTH 101G</i>	<i>Introduction to Social Cultural Anthropology</i>	3.0
	Semester Total:	3
Fall of Second Year (Course Prefix and Number)	Course Title	Credit Hours
<i>ANTH 2880</i>	Introduction to Theory and Ethnography	3.0
	Semester Total:	3
Spring of Second Year (Course Prefix and Number)	Course Title	Credit Hours
<i>ANTH Elective</i>		3.0
	Semester Total:	3
Fall of Third Year (Course Prefix and Number)	Course Title	Credit Hours
<i>ANTH Elective</i>		3.0
	Semester Total:	3

Spring of Third Year (Course Prefix and Number)	Course Title	Credit Hours
<i>ANTH Elective</i>		3.0
	Semester Total:	3
Fall of Fourth Year (Course Prefix and Number)	Course Title	Credit Hours
<i>ANTH Elective</i>		3.0
	Semester Total:	3
Spring of Fourth Year (Course Prefix and Number)	Course Title	Credit Hours
	Semester Total:	0

Section V: Institution, Faculty, and Staff Support

Institutional Readiness

The program will be offered within the existing Behavioral Science department. It is anticipated that it will require no additional resources or organizational structures beyond those used to support the anthropology emphasis.

Faculty

Current full-time and part-time faculty will be sufficient to support this program. Moreover, faculty in other UVU departments assist in teaching Biological Anthropology and Linguistic anthropology courses (departments of biology and linguistics respectively). This degree is coming from an emphasis where having only two faculty has not been an issue. Additionally, other Behavioral Science faculty can teach courses in this degree.

Part I. Department Faculty/Staff

	# Tenured	# Tenure -Track	# Non - Tenure
Faculty: Full Time with Doctorate	3	1	
Faculty: Part Time with Doctorate	2		
Faculty: Full Time with Masters			
Faculty: Part Time with Masters			6
Faculty: Full Time with Baccalaureate			
Faculty: Part Time with Baccalaureate			1
Teaching / Graduate Assistants			

Staff: Full Time			
Staff: Part Time			

Part II. Proposed Program Faculty Profiles

First Name	Last Name	Tenure (T) / Tenure Track (TT) / Other	Degree	Institution where Credential was Earned	Est. % of time faculty member will dedicate to proposed program.
Full Time Faculty					
David	Knowlton	(T)	PhD	University of Texas, Austin	90%
Dulin	John	(TT)	PhD	University of California, San Diego	90%
Bybee (Biology Department)	Paul	(T)	PhD	Brigham Young University	20%
Eldredge (Linguistics Department)	Bryan	(T)	PhD	University of Iowa	20%
Part Time Faculty					
Kramer	Bradley		PhD	University of Michigan	60%
Smith	Daymon		PhD	University of Pennsylvania	60%
Erickson	Connie		Masters	Brigham Young University	20%
Lower	Emily		Masters	Utah State University	40%
Rayner	Eric		Masters	University of Utah	20%
Haug	Jordan		Masters (ABD)	University of California, San Diego	40%
Cartwright	Aramanda		Bachelors (Masters Student)	Utah Valley University	20%

Part III: New Faculty / Staff Projections for Proposed Program

This program requires no new faculty.

Staff

Existing administrative staff will continue to serve the new program. No new staff will be recruited. Currently Megan Olivera is the administrative assistant for the program.

Student Advisement

Currently, students pursuing a BS/BA in Behavioral Science with an anthropology emphasis have their advising needs met by the four Behavioral Science department advisors. Students seeking a major in anthropology will continue to use the same resources.

Library and Information Resources

The Utah Valley University Fulton Library cultivates a dynamically changing collection of eBooks, streamed videos, journals, and books that relate to anthropology. As the influence of the program continues to grow, UVU Fulton Library's anthropology collection development will match the programs content and direction.

Collections for anthropology are housed primarily in the GN call numbers, using the Library of Congress classification system. Additional call numbers may apply as this subject is given attention by related subject areas, such as CC call numbers for archaeology. The library specialist assigned to anthropology will work with the department, faculty, and staff to augment the current collection with additional books and electronic materials as required.

Resources are selected in collaboration with faculty to best support current and future classes at UVU and are updated with peer-recommended lists and other review sources. Because of the relatively new age of the holdings at UVU's library, students have access to books of quality and currency.

Initial "one-stop-shopping" for articles, books, and videos relating to anthropology research can be done by means of the UVU Fulton Library website's OneSearch feature, which allows a single search to simultaneously span multiple databases and includes a search of the library catalog's books, journals, eBooks, and videos. Each individual database can also be searched within the scope of the respective database.

eBook Collections

Currently the UVU Fulton Library has access to O'Reilly Safari Tech Books, EBSCO eBooks, and Proquest EBook Central. Between these eBook collections, this includes a list of approximately 295,00 titles.

Databases

Currently, the UVU Fulton Library provides access to more than 275 databases. Those deemed most useful for anthropology include:

- AnthroSource—Database of the American Anthropological Association, it includes full-text anthropological resources, including past, present and future AAA publications and more than 300,000 full-text articles from AAA journals, newsletters, bulletins, and monographs.
- JSTOR—Archive for journals from a wide range of disciplines, including anthropology and archaeology.
- Project MUSE—Multidisciplinary database of journals and books in the humanities and social sciences, including anthropology and archeology resources.
- Academic Video Online—Large multidisciplinary streaming video database, including documentaries, interviews, news programs and newsreels, and field recordings.
- Docuseek2—Video streaming database of educational documentaries in a range of disciplines.
- Kanopy—Purchase on-demand streaming video database of multidisciplinary areas, including documentaries and feature films.

Current UVU Fulton Library catalog holdings for anthropology are estimated as follows:

- Books – 1,424
- eBooks – 15,223
- Streamed Videos – 5,990
- Journals – 478, including titles such as:
 - o American Anthropologist
 - o American Antiquity
 - o American Ethnologist
 - o Annual Review of Anthropology
 - o Anthropological Quarterly
 - o Anthropological Review
 - o Anthropological Theory

Off-campus web access to library patrons is enabled by means of an LDAP login authentication layer that is enforced by the UVU Fulton Library EZProxy server.

A patron may often seek resources (articles, books, etc.) that are not directly owned or licensed by UVU Fulton Library. In such cases, a desired item may be accessed from other libraries throughout the United States by means of the Interlibrary Loan service (ILL). A requested article full text is emailed to a requester within two business days. Print books are generally located, received, and made available within seven business days. In addition, UVU Fulton Library patrons have access to check out items from partner libraries of higher education in the Utah area (BYU, University of Utah, Utah State, Weber State, etc.) by means of Utah Academic Library Consortium (UALC) agreement.

Emily Bullough is currently the UVU Fulton Library liaison librarian for faculty and student support for anthropology. She may be contacted for additional information:

Emily Bullough, MSLS
Reference/Instruction Librarian
Behavioral Science Liaison, including Anthropology
Utah Valley University Fulton Library
Orem, UT 84058
801-863-7421
emily.bullough@uvu.edu

Physical Facilities and Equipment

The anthropology program will require no additional facilities or equipment.

Projected Enrollment and Finance

Part I.

Project the number of students who will be attracted to the proposed program as well as increased expenses, if any. Include new faculty & staff as described above.

Three Year Projection: Program Participation and Department Budget						
	Year Preceding Implementation	New Program				
		Year 1	Year 2	Year 3	Year 4	Year 5
Student Data						
# of Majors in Department	72	154	163	172	172	172
# of Majors in Proposed Program(s)		82	91	100	100	100
# of Graduates from Department	14	32	52	72	92	112
# Graduates in New Program(s)		18	20	20	20	20
Department Financial Data						
	Department Budget					
		Year 1	Year 2	Year 3		

<i>Project additional expenses associated with offering new program(s). Account for New Faculty as stated in above in, "Faculty Projections."</i>	Year Preceding Implementation (Base Budget)	Addition to Base Budget for New Program(s)	Addition to Base Budget for New Program(s)	Addition to Base Budget for New Program(s)
EXPENSES – nature of additional costs required for proposed program(s)				
<i>List salary benefits for additional faculty/staff each year the positions will be filled. For example, if hiring faculty in year 2, include expense in years 2 and 3. List one-time operating expenses only in the year expended.</i>				
Personnel (Faculty & Staff Salary & Benefits)	\$3,193,177.00	\$3,193,17	\$3,193,17	\$3,193,17
Operating Expenses (equipment, travel, resources)	\$115,216.00	\$115,216.00	\$115,216.00	\$115,216.00
Other:				
TOTAL PROGRAM EXPENSES	\$3,308,393.00	\$3,308,39	\$3,308,39	\$3,308,39
TOTAL EXPENSES	\$3,193,177.0	\$3,193,17	\$3,193,17	\$3,193,17
FUNDING – source of funding to cover additional costs generated by proposed program(s)				
<i>Describe internal reallocation using Narrative 1 on the following page. Describe new sources of funding using Narrative 2.</i>				
Internal Reallocation				
Appropriation	\$3,308,393.00			
Special Legislative Appropriation				
Grants and Contracts				
Special Fees				
Tuition				
Differential Tuition (requires Regents approval)				
PROPOSED PROGRAM FUNDING		\$0	\$0	\$0
TOTAL DEPARTMENT FUNDING	\$3,308,393.00	\$0	\$0	\$0
Difference				
Funding - Expense	\$0	\$0	\$0	\$0

Part II: Expense explanation

Expense Narrative

As UVU currently offers an Anthropology emphasis in Behavioral Science, the majority of the required courses and electives are currently offered. One new course, ANTH 2880, will be added as a required course. ANTH 2030 will be reduced from two sections per year to one section per year. Thus, no additional cost is anticipated. While some growth is anticipated in the program as it becomes a standalone major, current course sections have available seats to meet that growth.

Part III: Describe funding sources

Revenue Narrative 1

The BS/BA/Minor in anthropology will not require any additional sources of funding beyond those currently used for the anthropology emphasis.

Revenue Narrative 2

NA

Section VI: Program Evaluation

Program Assessment

The program will focus on helping students have a timely graduation, job placement, and, if they wish, graduate school admission. The Introduction to Theory and Ethnography students will determine their goals in the anthropology program and develop a plan to meet those goals.

We will keep track of the time to graduation, job placements, and ratio of graduate application to admission rates. We will regularly assess these numbers and develop plans to improve program outcomes.

Curriculum Map

Major Core Required Course	PLO 1	PLO 2	PLO 3
ANTH 103G	I	I	I
ANTH 2880	D	D	D
ANTH 3000	D	D	D
ANTH 3850	D	E & A	A
ANTH 4120	D		D
ANTH 4130	A		A

Student Standards of Performance

The curriculum of the anthropology program will provide training in skills and knowledge focused on learning objectives identified in a study by the American Anthropological Association of undergraduate anthropology programs.

The anthropology major will pursue three major program objectives:

PLO 1: Anthropological Knowledge: Students will master anthropological theory and gain the capacity to use these theories to analyze empirical findings of the field. This foundation in anthropological knowledge will enable them to analyze trends in culture and society.

Theoretical foundations will be introduced in Anth 101G and 103G. It will be developed in Anth 2880 and Anth 4120, and will be assessed in Anth 4130. Anth 4130 is an advanced theory course with a midterm and final assignment with one focus on demonstrating an understanding of anthropological theory. The rubric for these assignments will include explicit criteria for measuring “understanding.”

PLO 2: Methodological Competence: Students learn to apply methods for learning about social processes and cultural/ideological differences

Anth 101G introduces ethnographic research and Anth 2880 develops that understanding. Each of these classes will assess these skills using formative assessment (small writing assignments) and summative assessments (large writing assignments). In Anth 3850, Ethnographic Methods, students will carry out research activities. They will be given a number of assignments that assess their understanding and ability to execute standard ethnographic research methods. A detailed rubric will be used to assess assignments and a record will be kept of the score distribution.

PLO 3: Essential Skills in Critical Thinking and Professional Writing: Students will learn to produce and effectively communicate their own arguments and studies on society, culture, and history. These arguments will draw on professional literature and data, both gathered by others and by themselves.

The essential skills of reading, writing and formulating arguments will be introduced in Anth 2880, developed in Anth 3850 and Anth 4120. Each of these classes will assess these skills using formative assessment (small writing assignments, short presentations) and summative assessments (large writing assignments). The final assessed will occur in ANTH 4130, Contemporary Theory and Debates. Final assessment in this class utilizes a rubric will includes a detailed metric that measures analysis, writing clarity, and organization. A record will be kept of the students' score distributions on these metrics.



December 2, 2019

Elaine Dalton, Board of Trustees Chair
c/o Justin Jones, Board of Trustees' Secretary
Utah Valley University
President's Office – MS 186
800 W University Parkway
Orem, UT 84058

Dear Chair Dalton,

Pursuant to Utah Code Annotated 53B-16-102(5)(b)(ii), attached is the Peer Review Report for the following program, which the Utah Valley University Board of Trustees is to consider in reviewing this program for approval:

- **Bachelor of Arts/Science in Anthropology**

Please let me know if you have any questions regarding this report. If your Board approves the program, the institution's Chief Academic Officer will notify our office of your action so we can keep an accurate record of the programs available in the Utah System of Higher Education.

Thank you for giving this your attention.

Sincerely,

A handwritten signature in black ink, appearing to read "David Woolstenhulme", followed by a horizontal line.

David R. Woolstenhulme, EdD
Interim Commissioner of Higher Education

CC: Astrid S. Tuminez, President – Utah Valley University
Wayne Vaught, Senior Vice President for Academic Affairs



NOV IP Video - Utah Valley University - BA/BS/Minor in Anthropology

2

[Trina Weller](#)[All Sections](#)

Please use this page for comments

[Anthropology_BA_BS_MIN_UVU](#)

1. Does the proposed curriculum meet the standards of the degree area as assessed by your relevant faculty- specify specific concerns based on your accepted curriculum or national standards, and/or accreditation standards?
2. Do the resources exist to adequately offer a quality program of study and are future resource needs adequately specified? Provide examples of how the resources available in your program look so as to give context on where and why you feel deficiencies exist.
3. Are there any structural or programmatic concerns with the degree? Will students be able to transfer without difficulty (3000 and 4000 level curriculum in the first 2 years, etc.), etc., etc.- Be specific in your examples
4. Are there any other concerns not addressed above?



○

cao@utah.edu<https://uen.instructure.com/courses/44955/users/880020>

Nov 15, 2019



Comments from John Broughton, Department of Anthropology

Does the proposed curriculum meet the standards of the degree area as assessed by your relevant faculty- specify specific concerns based on your accepted curriculum or national standards, and/or accreditation standards?

For the most part, although the discussion of the major seems highly focused on Cultural Anthropology. The program description, rationale, and considerations of labor market demand, all focus on issues related to "culture and society" which is only a part of what a well-rounded BA/BS in Anthropology would cover. Archaeology and Biological Anthropology, main subdisciplines of Anthropology, are not mentioned in the program proposal/rationale, but courses in these subjects are included in the curriculum and listed currently in the online course listings.

In addition, the curriculum apparently lacks Quantitative Intensive course requirements for the proposed BS. In Anthropology at the University of Utah, the BA degree requires four semesters of foreign language, while the BS degree requires two Quantitative Intensive courses. It is unclear to me that the BS degree proposed here requires the latter.

Do the resources exist to adequately offer a quality program of study and are future resource needs adequately specified? Provide examples of how the resources available in your program look so as to give context on where and why you feel deficiencies exist.

This is unclear. There are currently only 2 full-time faculty in Anthropology listed (Knowlton, Dulin) that would contribute to teaching this proposed major with two others noted from other departments (Biology and Linguistics). By way of comparison, the FTE for faculty in the Departments of Anthropology from the University of Utah, Utah State University, and Weber State University is about 13, 10, and 7, respectively. The proposed program would certainly be more tenable through the hiring of additional full-time Anthropology faculty.

Are there any structural or programmatic concerns with the degree? Will students be able to transfer without difficulty (3000 and 4000 level curriculum in the first 2 years, etc.), etc., etc.- Be specific in your examples.

No concerns.

Are there any other concerns not addressed above?

No.

[← Reply](#)

O

[Greg Benson](#)<https://uen.instructure.com/courses/44955/users/1212378>

Nov 15, 2019

The proposed BA/BA in anthropology is a reasonable move for UVU as the institution and program evolve beyond the current anthropology emphasis within the BA/BS in behavioral science. Courses, personnel, financial resources, library resources, and student interest appear to be in place to warrant a standalone anthropology degree.

Greg Benson, Assistant Commissioner

Edited by [Greg Benson](#) (<https://uen.instructure.com/courses/44955/users/1212378>) on Nov 25 at 12:10pm

[← Reply](#)

Utah Valley University
Full Program Development
Document
(Associate, Bachelor, Master level)

Proposed Program Title: Sociology

Program Type: BA/BS/Minor

Sponsoring School, College, or Division: College of Humanities and Social Sciences (CHSS)

Sponsoring Academic Department(s) or Unit(s): Behavioral Science

Classification of Instructional Program Code: 45.1101

Credit Hours Required to Earn Degree: (BA/BS: 120 Credits and Minor: 18 Credits)

Proposed Beginning Term: Fall 2020

University Curriculum Committee Approval Date: 10/3/19

Academic Affairs Council Approval Date: 10/22/2019

CAO Comments Approval Date:

Institutional Board of Trustees' Approval Date:

Section I: The Request

The Behavioral Science Department in the College of Humanities and Social Sciences at Utah Valley University requests approval to offer a BA/BS/Minor in Sociology effective Fall 2020.

The feasibility study for this program was completed and approved 4/16/19.

Section II: Program Proposal

Program Description

Sociology is the scientific study of society which includes studying individuals in their primary and secondary groups and larger social institutions. It examines the social context of individual and collective lives. Sociology is a relatively young discipline that describes, explains, and predicts social interactions and institutions using theoretical as well as social scientific methods of inquiry. According to the American Sociological Association, the essential concepts that students will learn within sociology are social construction of everyday life and sociological imagination; social structure; socialization; social stratification, and social change. Students will also gain competencies in critical and theoretical thinking and application of social scientific methodology towards rigorous data analysis.

Consistency with Institutional Mission

Sociology program learning outcomes are consistent with and enhance UVU's institutional mission. For the purposes of this form the mission statement is being used from the Higher Ed Utah website. "Utah Valley University is a teaching institution which provides opportunity, promotes student success, and meets regional educational needs. UVU builds on a foundation of substantive scholarly and creative work to foster engaged learning. The University prepares professionally competent people of integrity who, as lifelong learners and leaders, serve as stewards of a globally interdependent community."

- Training students in sociological theory and its role in building sociological knowledge. This outcome fosters UVU's mission of engaged learning where students learn how to apply academic knowledge to real-life situations, problems, and prospects.
- Training students to think critically. A sociology program encourages critical thinking, a foundation for scholarly and creative work as envisioned by UVU.
- Training students in qualitative and quantitative sociological methodology. This outcome prepares students to interpret and perform evidence-based research, which in turn helps them secure a job in sociology and related fields including nonprofit, policy, teaching, reporting, and social work.

Method of Delivery

All of the large enrolled sections will be offered online and/or hybrid in addition to face-to-face. Additional courses in the curriculum will also be offered online and/or hybrid. Online or hybrid course offerings will constitute 50% of the program.

Types of Degrees Offered

The program will offer a BA, BS, and minor. The BA and BS degrees will require a total of 120 credits including 18 sociology core credits, and 18 sociology elective credits. The BA degree requires four courses (16 credits) of language (1010, 1020, 2010, and 202G). The BS degree does not have language requirements.

The sociology minor will require 18 sociology credits.

Timetable

This program will be implemented in Fall 2020. No additional recruiting of faculty or students, physical facilities, or equipment will be needed. Introductory classes may be taught by additional adjuncts if section demand requires. Courses and programs will be advertised after final NWCCU approval.

Section III: Needs Assessment

Program Rationale

A number of years ago the Behavioral Science Department at UVU offered multidisciplinary BA and BS degrees in behavioral science with emphases in Anthropology, Family Studies, Psychology, Social Work, and Sociology. The faculty in the department felt that students would be better served by standalone bachelor's degrees in the different disciplines. Since that time, bachelor's degrees have been started in social work, psychology, and family science. This proposal is for the creation of standalone BA and BS in Sociology and a Minor in Sociology. The department is discontinuing the multidisciplinary BA/BS in Behavioral Science with its emphases. The creation of BA/BS in Sociology will also facilitate student completion because the number of required credits in the discipline will drop from 67 credits in the behavioral science degree to 36 credits in the sociology degree allowing students more flexibility in scheduling and to pursue minors in other disciplines.

Labor Market Demand

Long-term Bureau of Labor Statistics (BLS) estimates the 2016-2026 growth rate for jobs that relate to the sociology CIP codes (CIP 45.1101) within Utah that report data, indicate faster than average increases of 2-14% and combined growth of about 140 new job openings annually. According to the BLS, the median annual wage for these occupations is estimated to be ~ \$35,620-\$92,100 (though not all occupations have data available) a range which is equal to or much higher than the 2017 Utah median wage (\$35,650). Labor Insight BurningGlass data indicates similar demand to the longer-term BLS projections with 156 job postings for this occupational area in Utah during the past 12 months –86 in the SLC, eight in Ogden-Clearfield, 32 in Provo-Orem, two in St. George, two in the Logan-Idaho region, and 25 in unspecified locations.

Student Demand

Assessment of student demand is best drawn from enrollments in the UVU Sociology emphasis. UVU Fall enrollments in the Sociology emphasis over the past five years indicate little if any growth: 2014-118; 2015-119; 2016-113; 2017- 94; 2018-109. Even though the number graduating from UVU and other USHE institutions is above what the job market can support, UVU needs the major because many of these students go on to graduate school. The number of Sociology emphasis degrees awarded per year were as follows: 2014- 20; 2015- 24; 2016- 21; 2017-15, and 2018- 18. A standalone BA/BS in Sociology will testify to UVU's commitment toward this important academic field of study, will address lack of growth, and will generate more student demand because of the reduction in the number of required credits in the discipline. While there is not currently information on demand for a minor, it will be a good way for students to demonstrate some expertise not just in sociological knowledge but also other related skills such as critical thinking, clear and correct writing, cultural competence, problem solving, etc.

Similar Programs

Currently there are eight institutions offering awards in this CIP program at higher education institutions in Utah—all of the USHE institutions except UVU. In the 2016-17 academic year, 372 students graduated (all

degree levels combined).

Collaboration with and Impact on Other USHE Institutions

Sociology occupies an important niche in the social sciences, so most four-year universities offer a full degree in sociology. UVU should not be an exception. The curriculum of the other USHE institutions was consulted as the sociology program was designed.

External Review and Accreditation

None.

Section IV: Program Details Graduation Standards and Number of Credits

The number of required credits (120) do not exceed the credit limit.

Graduation Requirements:

1. Completion of a minimum of 120 credits, 40 of which must be 3000 level or higher.
2. Minimum overall UVU GPA of 2.0 upon graduation.
3. Minimum 2.5 program GPA upon graduation.
4. All major course work taken to meet Behavioral Science requirements must be completed with a grade of C- or better.
5. Successful completion of at least one Global/Intercultural course.

Note: Please see department advisor for explanation of all program requirements, a list of recommended classes, and for assistance with creating an academic plan for graduation.

Note: If a student has completed an associate degree through another institution, the required general education courses may be waived.

Admission Requirements

There are no special admission requirements for this program beyond those for admission into the institution. UVU is an open admission institution with a commitment to student success. Students will provide a high school diploma or equivalent or a transcript from previous college and fill out the online application.

Curriculum and Degree Map

Program Curriculum:

Program Curriculum for BS/BA in Sociology:

GE Requirements:

Course Number	New Course	Course Title	Credit Hours
General Education Courses			
Complete the following			
ENGL 1010 or ENGH 1005		Introduction to Academic Writing CC or Literacies and Composition Across Contexts CC	3

ENGL 2010		Intermediate Writing/Academic Writing and Research CC	3
Complete one of the following:			3
MAT 1030		Quantitative Reasoning QL (3)	
MAT 1035		Quantitative Reasoning with Integrated Algebra QL (6)	
STAT 1040		Introduction to Statistics QL (3)	
STAT 1045		Introduction to statistics with Algebra QL (5)	
MATH 1050		College Algebra QL (4)	
MATH 1055		College Algebra with Preliminaries QL (5)	
MATH 1090		College Algebra for Business QL (3)	
Complete one of the following:			3
HIST 2700 & HIST 2710		US History to 1877 AS and US History since 1877 AS (6)	
HIST 1700		American Civilization AS (3)	
HIST 1740		US Economic History AS (3)	
POLS 1100		American National Government AS (3)	
Complete the following:			
PHIL 2050		Ethics and Values IH	3
HLTH 1100 or PES 1097		Personal Health and Wellness TE or Fitness for Life TE	2
<i>Distribution course requirements</i>			
<i>Fine Arts Distribution</i>		(3)	3
<i>Biological Science Distribution</i>		(3)	3
<i>Physical Science Distribution</i>		(3)	3
<i>Third Science Distribution</i>		(3)	3
<i>Humanities Distribution</i>		(Fulfilled in BA by Foreign Language 202G)	3(BS) 4(BA)
<i>Social/Behavioral Science Distribution</i>			3
General Education Subtotal:			35 (BS) 36 (BA)
Sociology Required Courses			
SOC 1010		Introduction to Sociology SS	3
SOC 1020		Modern Social Problems	3
BESC 3010		Statistics for the Behavioral Sciences	4
BESC 3020		Research Methods for the Behavioral Sciences	3
SOC 4000		Classical Social Theory	3
SOC 4100		Contemporary Social Theory	3
Required Course Credit Hour Sub Total:			19
Elective Courses			
<i>Sociology Electives: Complete any</i>			

6 of the soc classes			18
SOC 1200		Sociology of the Family SS (3)	
SOC 2370		Sociology of Gender (3)	
SOC 3400		Sociology of Religion (3)	
SOC 320G		Race and Minority Relations GI (3)	
SOC 3460		Political Sociology (3)	
SOC 3520		Environmental Sociology (3)	
SOC 3690		Internet and Society (3)	
SOC 375G		Sociology of Aging GI (3)	
SOC 3800		Animals and Society (3)	
SOC 4020		Survey Research Design (3)	
SOC 4400		Social Change (3)	
SOC 475R		Current Topics in Sociology (1-3)	
SOC 490R		Independent Studies (1-3)	
For BA <ul style="list-style-type: none"> Complete 12 credits of coursework from the same foreign language, including ASL (Foreign Language 202G/2020* course fulfills Humanities Distribution)* Complete 10 credits of 3000-level or higher Complete 25 credits of 1000-level or higher coursework from any subject (general electives) <p><i>*please see your academic advisor to make sure you will complete at least 40 credits of upper division coursework</i></p>			47 (BA)
For BS <ul style="list-style-type: none"> Complete 10 credits of 3000-level or higher Complete 38 credits of 1000-level or higher coursework from any subject (general electives) <p><i>*please see your academic advisor to make sure you will complete at least 40 credits of upper division coursework</i></p>			48 (BS)
Elective Credit Hour Subtotal:			65 (BA) 66 (BS)

	Program Total	120
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Program Curriculum for Minor in Sociology:

Course Number	New Class	Course Title	Credit hours
SOC 1010		Introduction to Sociology SS	3
SOC 1020		Modern Social Problems	3
Elective Courses			
<i>Sociology Electives: Complete any 4 of the following classes (with at least 3 upper division)</i>			12
SOC 1200		Sociology of the Family SS (3)	
SOC 2370		Sociology of Gender (3)	
BESC 3010		Statistics for the Behavioral Sciences (4)	
BESC 3020		Research Methods for the Behavioral Sciences (3)	
SOC 320G		Race and Minority Relations GI (3)	
SOC 3400		Sociology of Religion (3)	
SOC 3460		Political Sociology (3)	
SOC 3520		Environmental Sociology (3)	
SOC 3690		Internet and Society (3)	
SOC 375G		Sociology of Aging GI (3)	
SOC 3800		Animals and Society (3)	
SOC 4000		Classical Social Theory (3)	
SOC 4100		Contemporary Social Theory (3)	
SOC 4020		Survey Research Design (3)	
SOC 4400		Social Change (3)	
SOC 475R		Current Topics in Sociology (1-3)	
SOC 490R		Independent Studies (1-3)	

Program Curriculum Narrative

There are no variable credits. There is no additional curriculum information to report beyond that provided in the degree map.

Degree Map:

BA in Sociology

Fall of First Year (Course Prefix and Number)	Course Title	Credit Hours
ENGL 1010 or ENGH 1005	Introduction to Academic Writing CC or Literacies and Composition Across Contexts CC	3.0
MAT 1030 OR MAT 1035 or STAT 1040* or STAT 1045 or MATH 1050 or MATH 1055 or MATH 1090	<i>Quantitative Reasoning or Quantitative Reasoning with Integrated Algebra or Introduction to Statistics or Introduction to Statistics with Algebra or College Algebra or College Algebra with Preliminaries or College Algebra for Business</i>	3.0
SOC 1010	<i>Intro to Sociology</i>	3.0
HIST 1700 or HIST 1740 or POLS 1000 or POLS 1100 or HIST 2700 and HIST 2710	<i>American Civilization or US Economic History or American Heritage or American National Government or US History to 1877 and US History since 1877</i>	3.0
Language 1		4.0
	Semester total:	16.0
Spring of First Year (Course Prefix and Number)	Course Title	Credit Hours
ENG 2010	<i>Intermediate Writing—Humanities/Social Sciences</i>	3.0
SOC 1020	<i>Modern Social Problems</i>	3.0
Biological Science		3.0
Social and Behavioral Science		3.0
Language 2		4.0
	Semester total:	16.0
Fall of Second Year (Course Prefix and Number)	Course Title	Credit Hours
PHIL 2050	<i>Ethics & Values</i>	3.0
Physical Science		3.0
HLTH 1100 or PES 1097	<i>Personal Health and Wellness or Fitness for Life</i>	2.0
Language 3		4.0
SOC Elective		3.0
	Semester total:	15.0
Spring of Second Year (Course Prefix and Number)	Course Title	Credit Hours
Third Science		3.0

<i>Fine Arts</i>		3.0
<i>Language 4 (fills Humanities Distribution)</i>		4.0
<i>SOC Elective</i>		3.0
<i>Elective</i>		3.0
	Semester total:	16.0
Fall of Third Year (Course Prefix and Number)	Course Title	Credit Hours
<i>BESC 3010</i>	<i>Statistics for the Behavioral Sciences</i>	4.0
<i>SOC 4000</i>	<i>Classical Social Theory</i>	3.0
<i>SOC Elective</i>		3.0
<i>Upper Division Elective</i>		3.0
<i>Upper Division Elective</i>		1.0
	Semester total:	14.0
Spring of Third Year (Course Prefix and Number)	Course Title	Credit Hours
<i>BESC 3020</i>	<i>Social Science Research Methods</i>	3.0
<i>SOC 4010</i>	<i>Contemporary Social Theory</i>	3.0
<i>SOC Elective</i>		3.0
<i>Upper Division Elective</i>		3.0
<i>Upper Division Elective</i>		3.0
	Semester total:	15.0
Fall of Fourth Year (Course Prefix and Number)	Course Title	Credit Hours
<i>SOC Elective</i>		3.0
<i>SOC Elective</i>		3.0
<i>Elective</i>		3.0
<i>Elective</i>		3.0
<i>Elective</i>		3.0
	Semester total:	15.0
Spring of Fourth Year (Course Prefix and Number)	Course Title	Credit Hours
<i>Elective</i>		3.0
<i>Elective</i>		3.0
<i>Elective</i>		3.0
<i>Elective</i>		3.0
<i>Elective</i>		1.0
	Semester total:	13.0

BS in Sociology

Fall of First Year (Course Prefix and Number)	Course Title	Credit Hours
ENGL 1010 or ENGH 1005	Introduction to Academic Writing CC or Literacies and Composition Across Contexts CC	3.0
MAT 1030 OR MAT 1035 or STAT 1040* or STAT 1045 or MATH 1050 or MATH 1055 or MATH 1090	Quantitative Reasoning or Quantitative Reasoning with Integrated Algebra or Introduction to Statistics or Introduction to Statistics with Algebra or College Algebra or College Algebra with Preliminaries or College Algebra for Business	3.0
SOC 1010	Intro to Sociology	3.0
HIST 1700 or HIST 1740 or POLS 1000 or POLS 1100 or HIST 2700 and HIST 2710	American Civilization or US Economic History or American Heritage or American National Government or US History to 1877 and US History since 1877	3.0
Elective		3.0
	Semester total:	15.0
Spring of First Year (Course Prefix and Number)	Course Title	Credit Hours
ENG 2010	Intermediate Writing—Humanities/Social Sciences	3.0
SOC 1020	Modern Social Problems	3.0
Biological Science	*Cannot take BIOL 1500	3.0
Social and Behavioral Science		3.0
Elective		3.0
	Semester total:	15.0
Fall of Second Year (Course Prefix and Number)	Course Title	Credit Hours
PHIL 2050	Ethics & Values	3.0
Physical Science		3.0
HLTH 1100 or PES 1097	Personal Health and Wellness or Fitness for Life	2.0
Elective		3.0
Elective		3.0
	Semester total:	14.0
Spring of Second Year (Course Prefix and Number)	Course Title	Credit Hours
Third Science		3.0
Fine Arts		3.0
Humanities		3.0

<i>SOC Elective</i>		3.0
<i>Elective</i>		3.0
	Semester total:	15.0
Fall of Third Year (Course Prefix and Number)	Course Title	Credit Hours
<i>BESC 3010</i>	<i>Statistics for Behavioral Science</i>	4.0
<i>SOC 4000</i>	<i>Classical Social Theory</i>	3.0
<i>SOC Elective</i>		3.0
<i>Upper Division Elective</i>		3.0
<i>Upper Division Elective</i>		3.0
	Semester total:	16.0
Spring of Third Year (Course Prefix and Number)	Course Title	Credit Hours
<i>BESC 3020</i>	<i>Social Science Research Methods</i>	3.0
<i>SOC 4010</i>	<i>Contemporary Social Theory</i>	3.0
<i>SOC Elective</i>		3.0
<i>Upper Division Elective</i>		3.0
<i>Upper Division Elective</i>		1.0
<i>Elective</i>		2.0
	Semester total:	15.0
Fall of Fourth Year (Course Prefix and Number)	Course Title	Credit Hours
<i>SOC Elective</i>		3.0
<i>Elective</i>		3.0
<i>Elective</i>		3.0
<i>Elective</i>		3.0
<i>Elective</i>		3.0
	Semester total:	15.0
Spring of Fourth Year (Course Prefix and Number)	Course Title	Credit Hours
<i>SOC Elective</i>		3.0
<i>SOC Elective</i>		3.0
<i>Elective</i>		3.0
<i>Elective</i>		3.0
<i>Elective</i>		3.0
	Semester total:	15.0

Minor in Sociology

Fall of First Year	Course Title	Credit
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(Course Prefix and Number)		Hours
SOC 1010	Introduction to Sociology SS	3.0
SOC 1020	Modern Social Problems	3.0
SOC Elective		3.0
	Semester Total:	9.0
Spring of First Year (Course Prefix and Number)	Course Title	Credit Hours
SOC Elective		3.0
SOC Elective		3.0
SOC Elective		3.0
	Semester Total:	9.00

Section V: Institution, Faculty, and Staff Support

Institutional Readiness

The program will be offered within the existing Behavioral Science Department. It is anticipated that it will require no additional resources or organizational structures beyond those used to support the Sociology emphasis.

Faculty

There are currently four full-time faculty teaching in this program and 1-2 adjunct sections each semester. Additional adjunct faculty may be used for the proposed changes if section demand requires.

Part I. Department Faculty/Staff

	# Tenured	# Tenure -Track	# Non - Tenure
Faculty: Full Time with Doctorate	4		
Faculty: Part Time with Doctorate			
Faculty: Full Time with Masters			
Faculty: Part Time with Masters			
Faculty: Full Time with Baccalaureate			
Faculty: Part Time with Baccalaureate			
Teaching / Graduate Assistants			
Staff: Full Time	1		
Staff: Part Time			

Part II. Proposed Program Faculty Profiles

First Name	Last Name	Tenure (T) / Tenure Track (TT) / Other	Degree	Institution where Credential was Earned	Est. % of time faculty member will dedicate to proposed program.
Full Time Faculty					
Ron	Hammond	Tenured	PhD	Brigham Young University, Provo	100%
Grace	Chou	Tenured	PhD	University of California, Riverside	100%
Alexander	Simon	Tenured	PhD	Simon Fraser University	100%
Debjani	Chakravarty	Tenured	PhD	Arizona State University	100%
Part Time Faculty					
Rongxun	Liang	Adjunct	PhD		5%
Bonnie	Davis	Adjunct	MA		5%

Part III: New Faculty / Staff Projections for Proposed Program

None

Staff

Existing administrative staff will continue to serve the new program. No new staff will be recruited. Currently Megan Olivera is the administrative assistant for the program.

Student Advisement

The current advisor, Sarah Lindsay, BS (Family, Consumer, & Human Development) will continue advising sociology students. There are two additional Behavioral Science advisors who can assist if necessary – Natalie Boone and Richard Lemmon.

Library and Information Resources

The program does not need any new library resources. The current resources that will serve the program are described/listed as follows.

Library and Information Resources

The Utah Valley University Fulton Library cultivates a dynamically changing collection of eBooks, streamed videos, journals, and books that relate to sociology. As the influence of the program continues to grow, UVU Fulton Library's sociology collection development will match the program's content and direction.

Collections for sociology are housed primarily in the H call numbers section, using the Library of Congress classification system. Additional call numbers may apply as this subject is given attention by related subject areas. The library specialist assigned to sociology will work with the department, faculty, and staff to augment the current collection with additional books and electronic materials as required.

Resources are selected in collaboration with faculty to best support current and future classes at UVU and are updated with peer-recommended lists and other review sources. Because of the relatively new age of the holdings at UVU's library, students have access to books of quality and currency.

Initial "one-stop-shopping" for articles, books, and videos relating to sociology research can be done by means of the UVU Fulton Library website's OneSearch feature, which allows a single search to simultaneously span multiple databases and includes a search of the library catalog's books, journals, eBooks, and videos. Each individual database can also be searched within the scope of the respective database.

Databases

Currently, the UVU Fulton Library provides access to more than 275 databases. Those deemed most useful for sociology include:

- Sociological Collection—Database of scholarly journals specific to sociology research, as well as related topics such as human behavior, relationships, communication, community development, culture, and more.
- SocINDEX—Database of scholarly journals specific to sociology research, as well as related topics such as gender studies, criminal justice, social psychology, racial studies, religion, and social work.
- JSTOR—Archive for journals from a wide range of disciplines, including sociology.
- Project MUSE—Multidisciplinary database of journals and books in the humanities and social sciences, including sociology.
- Academic Video Online—Large multidisciplinary streamed videos database, including documentaries, interviews, news programs and newsreels, and field recordings.
- Docuseek2—Streamed videos database of educational documentaries in a range of disciplines.
- Kanopy—Purchase on-demand streamed video database of multidisciplinary areas, including documentaries and feature films.

eBook Collections

Currently the UVU Fulton Library has access to O'Reilly Safari Tech Books, EBSCO eBooks, and Proquest EBook Central. Between these eBook collections, this includes a list of approximately 295,00 titles.

Current Sociology Holdings

Current UVU Fulton Library catalog holdings for sociology are estimated as follows:

- Books – 12,307
- eBooks – 16,436
- Videos – 941
- Streamed Videos – 1,282
- Journals – 1,016, including:
 - o American Sociological Review
 - o Contemporary Sociology
 - o Sociological Methodology
 - o Sociological Theory

- o Sociology of Education
- o Socius
- o Teaching Sociology
- o Sociology of Race and Ethnicity
- o Journal of Health & Social Behavior
- o Social Psychology Quarterly
- o City & Community
- o Journal of World-Systems Research
- o Society and Mental Health

Off-campus web access to library patrons is enabled by means of an LDAP login authentication layer that is enforced by the UVU Fulton Library EZProxy server.

A patron may often seek resources (articles, books, etc.) that are not directly owned or licensed by UVU Fulton Library. In such cases, a desired item may be accessed from other libraries throughout the United States by means of the Interlibrary Loan service (ILL). A requested article full text is emailed to a requester within two business days. Print books are generally located, received, and made available within seven business days. In addition, UVU Fulton Library patrons have access to check out items from partner libraries of higher education in the Utah area (BYU, University of Utah, Utah State, Weber State, etc.) by means of Utah Academic Library Consortium (UALC) agreement.

Emily Bullough is currently the UVU Fulton Library liaison librarian for faculty and student support for sociology.

Physical Facilities and Equipment

None

Projected Enrollment and Finance

Part I.

Project the number of students who will be attracted to the proposed program as well as increased expenses, if any. Include new faculty & staff as described above. This has been a small program and this new degree is designed to encourage students to declare this major. We made this projection based on national data that shows this degree is trending with fewer students.

Three Year Projection: Program Participation and Department Budget						
	Year Preceding Implementation	New Program				
		Year 1	Year 2	Year 3	Year 4	Year 5
Student Data						
# of Majors in Emphasis	109	119	119	119	119	119
# of Majors in Proposed Program(s)		10	10	10	10	10
# of Graduates from Emphasis	18	23	28	33	38	43
# Graduates in New Program(s)		5	5	5	5	5
Department Financial Data						
<i>Project additional expenses associated with offering new program(s). Account for New Faculty as stated in above in, "Faculty Projections."</i>	Department Budget					
	Year Preceding Implementation (Base Budget)	Year 1	Year 2	Year 3		
		Addition to Base Budget for New Program(s)	Addition to Base Budget for New Program(s)	Addition to Base Budget for New Program(s)		

EXPENSES – nature of additional costs required for proposed program(s)				
<i>List salary benefits for additional faculty/staff each year the positions will be filled. For example, if hiring faculty in year 2, include expense in years 2 and 3. List one-time operating expenses only in the year expended.</i>				
Personnel (Faculty & Staff Salary & Benefits)	\$3,193,177.00	\$8,474.73	\$8,474.73	\$8,474.73
Operating Expenses (equipment, travel, resources)	\$115,216.00	\$0.00	\$0.00	\$0.00
Other:				
TOTAL PROGRAM EXPENSES	\$3,308,393.00	\$8,474.73	\$8,474.73	\$8,474.73
TOTAL EXPENSES	\$3,308,393.00	\$8,474.73	\$8,474.73	\$8,474.73
FUNDING – source of funding to cover additional costs generated by proposed program(s)				
<i>Describe internal reallocation using Narrative 1 on the following page. Describe new sources of funding using Narrative 2.</i>				
Internal Reallocation		\$0.00	\$0.00	\$0.00
Appropriation	\$3,308,393.00			
Special Legislative Appropriation				
Grants and Contracts				
Special Fees				
Tuition		\$12,805.00	\$12,805.00	\$12,805.00
Differential Tuition (requires Regents approval)				
PROPOSED PROGRAM FUNDING		\$0	\$0	\$0
TOTAL DEPARTMENT FUNDING	\$3,308,393.00	\$8,474.73	\$8,474.73	\$8,474.73
Difference				
Funding - Expense	\$0.00	\$4,330.28	\$4,330.28	\$4,330.28

Part II: Expense explanation

Expense Narrative

As UVU currently offers a Sociology emphasis in behavioral science, all of the required courses and electives are currently offered. The number of sociology core required courses will increase by one and will require a section for each 21 junior students. In order to meet student demand two additional sections of SOC 4100 will be taught each year. An existing full-time faculty member will teach these sections with adjunct faculty hired to teach introductory courses. Based on anticipated enrollment in these courses and the existence of sufficient courses and sections to meet project demand, the program will generate more tuition revenue than the anticipated additional cost.

Part III: Describe funding sources

Revenue Narrative 1

The BS/BA/Minor in Sociology will not require any additional sources of funding beyond those currently used for the sociology emphasis.

Revenue Narrative 2

N/A

Section VI: Program Evaluation

Program Assessment

The program will focus on helping students have a timely graduation, job placement, and, if they wish, graduate school admission.

Time to graduation, job placements, and ratio of graduate application to admission rates will all be tracked. Assessment will occur regularly based on these numbers and plans will be developed to improve program outcomes.

The program learning outcomes that will be assessed are:

1. Students will be able to distinguish between basic concepts and theoretical perspectives in sociology and how they are used in sociological explanations of social behavior.
2. Students will be able to distinguish and apply core substantive areas of sociological inquiry.
3. Students will be able to express sociological ideas critically, clearly, and coherently both in writing and in oral presentations.
4. Students will collect, analyze, and interpret empirical evidence in sociological research.

In addition, students will develop writing skills in SOC 4000 and SOC 4100, the two sociological theory courses.

Please see the curriculum map below for more details.

Assessment will occur through a preassessment multiple choice exam given in the SOC 1010 Introduction to Sociology course and the same exam given in SOC 4000 Classical Social Theory as a post-assessment comparison. Additionally, writing will be assessed through analysis of student writing examples in SOC 4000 and SOC 4100.

Curriculum Map

Identify where the PLOs will be taught and at what level throughout the program core courses.

I-Introduced; D-Developed and Practiced; E-Engaged; A-Assessed at the Mastery Level Appropriate for Graduation

Major Core Required Course	PLO 1	PLO 2	PLO 3
	Knowledge of discipline and understanding of theory	Critical thinking	Knowledge of quantitative and qualitative methodology
SOC 1010	I	I	I
SOC1020	I	I	I
PSY 3010 (Currently BESC 3010)	D	D	A
SOC3020 (Currently BESC	D	D	A

3020)			
SOC 4000 (Currently SOC 3010)	A	A	D
SOC 4100	A	A	D

Student Standards of Performance

According to the American Sociological Association's report titled the Sociology major in the Changing landscape of Higher Education (2017), Sociology students gain the following core competencies:

1. Apply Sociological Theories to Understand Social Phenomena.
2. Critically Evaluate Explanations of Human Behavior and Social Phenomena.
3. Apply Scientific Principles to Understand the Social World.
4. Evaluate the Quality of Social Scientific Methods and Data.
5. Rigorously Analyze Social Scientific Data.
6. Use Sociological Knowledge to Inform Policy Debates and Promote Public Understanding.

In relation and addition to the above, students develop marketable skills such as coherent writing and clarity of presentation, information and data literacy, cultural competence, and problem solving. For assessment details please see curriculum map.

December 2, 2019

Elaine Dalton, Board of Trustees Chair
c/o Justin Jones, Board of Trustees' Secretary
Utah Valley University
President's Office – MS 186
800 W University Parkway
Orem, UT 84058

Dear Chair Dalton,

Pursuant to Utah Code Annotated 53B-16-102(5)(b)(ii), attached is the Peer Review Report for the following program, which the Utah Valley University Board of Trustees is to consider in reviewing this program for approval:

- **Bachelor of Arts/Science in Sociology**

Please let me know if you have any questions regarding this report. If your Board approves the program, the institution's Chief Academic Officer will notify our office of your action so we can keep an accurate record of the programs available in the Utah System of Higher Education.

Thank you for giving this your attention.

Sincerely,



David R. Woolstenhulme, EdD
Interim Commissioner of Higher Education

CC: Astrid S. Tuminez, President – Utah Valley University
Wayne Vaught, Senior Vice President for Academic Affairs

Peer Review Report

Institution	Utah Valley University
Name of Proposal	BA/BS in Sociology
Date of Peer Review Report	November 26, 2019

Utah Valley University (UVU) presented a proposed Bachelor of Arts/Bachelor of Science (BA/BS) in Sociology for peer review by other institutions in the Utah System of Higher Education (USHE), with written comments submitted online and subsequent discussion conducted via video conferencing.

Responses from the USHE Chief Academic Officers and Commissioner's office were supportive of the UVU proposal. Written feedback submitted online was discussed during the subsequent CAO video conference, and no additional concerns were raised. Overall, the courses, faculty, etc., in place for the current Sociology emphasis in the BA/BS in Behavioral Science bode well for Utah Valley University as the institution looks to implement a standalone BA/BS in Sociology.



NOV IP Video - Utah Valley University - BA/BS/Minor in Sociology

3

[Trina Weller](#)[All Sections](#)

Please use this page for comments

[Sociology_BA_BS_Minor_UVU](#)

1. Does the proposed curriculum meet the standards of the degree area as assessed by your relevant faculty- specify specific concerns based on your accepted curriculum or national standards, and/or accreditation standards?
2. Do the resources exist to adequately offer a quality program of study and are future resource needs adequately specified? Provide examples of how the resources available in your program look so as to give context on where and why you feel deficiencies exist.
3. Are there any structural or programmatic concerns with the degree? Will students be able to transfer without difficulty (3000 and 4000 level curriculum in the first 2 years, etc.), etc., etc.- Be specific in your examples
4. Are there any other concerns not addressed above?

Subscribe"/>Reply"/>

○

cao@utah.edu<https://uen.instructure.com/courses/44955/users/880020>

Nov 15, 2019



Comments from Claudia Geist, Department of Sociology

1. Does the proposed curriculum meet the standards of the degree area as assessed by your relevant faculty- specify specific concerns based on your accepted curriculum or national standards, and/or accreditation standards?

The curriculum as far as I can tell, meets the degree standards.

2. Do the resources exist to adequately offer a quality program of study and are future resource needs adequately specified? Provide examples of how the resources available in your program look so as to give context on where and why you feel deficiencies exist.

Instruction resources: The proposal indicates that no additional instructional resources are needed. However, the proposal also states that additional adjunct faculty will be hired. There seems to be a lack of internal consistency.

Advising resources: The proposal states that the current advisor will continue, which is great. However, it is unclear whether this staff position will be sufficient if demand increases.

3. Are there any structural or programmatic concerns with the degree? Will students be able to transfer without difficulty (3000 and 4000 level curriculum in the first 2 years, etc.), etc., etc.- Be specific in your examples

The proposal does not provide enough information to address this issue. There is no degree map, that is an example when courses should be completed. Hence, it is difficult to figure out when students would potentially transfer, and whether courses are planned in a way for students to complete all requirements within 4 years. However, it DOES seem like the first 2 years do include a requirement for 3000 level courses, as students may otherwise have to wait to complete most of their required classes (All but intro and social problems), in the 3rd or 4th year. Nevertheless, I believe students may be able to transfer without difficulties as several of the required courses overlap with the courses required for the major at the University of Utah.

4. Are there any other concerns not addressed above?

Although I do commend the proposal for having a systematic assessment plan, it seems unrealistic to have the same exam (year after year?) for all majors in two classes. I worry that over time the exam will no longer be a solid assessment of learning.

I cannot make any sense of the budget spread sheet. My best guess is that it seems the expected increases expenses will be around 8000 per year, offset by the increase tuition revenue of about 12 000 dollars.

← Reply



[Greg Benson](#)

(<https://uen.instructure.com/courses/44955/users/1212378>)

Nov 15, 2019

The proposed BA/BA in sociology is a reasonable move for UVU as the institution and program evolve beyond the current sociology emphasis within the BA/BS in behavioral science. Courses, personnel, financial resources, library resources, and student interest appear to be in place to warrant a standalone sociology degree.

Greg Benson, Assistant Commissioner

Edited by [Greg Benson](#) (<https://uen.instructure.com/courses/44955/users/1212378>) on Nov 25 at 12:12pm

← Reply



[Madonna Miner](#)

(<https://uen.instructure.com/courses/44955/users/1661>)

Nov 16, 2019

From Marjukka Ollilainen, Chair of WSU's Department of Sociology and Anthropology:

UVU's proposal for a BA/BS in Sociology was sent to Dr. Marjukka Ollilainen, who is Chair of WSU's Department of Sociology and Anthropology. She was in support of the proposal, although she did not have information about the elective courses in the program. That limited her ability to evaluate the program's alignment to national standards. However, she affirmed that the program's core curriculum was well aligned.

← Reply

Program Deletion/Suspension Form

Institution Submitting Request: Utah Valley University

Current Program Title:

Behavioral Science – Anthropology Emphasis, BA

Behavioral Science - Anthropology Emphasis, BS

Behavioral Science - Family Studies Emphasis, BA

Behavioral Science - Family Studies Emphasis, BS

Behavioral Science - Sociology Emphasis, BA

Behavioral Science - Sociology Emphasis, BS

Proposed Program Title (if applicable):

Sponsoring School, College, or Division: College of Humanities and Social Sciences

Sponsoring Academic Department(s) or Unit(s): Behavioral Science Department

Classification of Instructional Program Code: 42.0101

Min/Max Credit Hours Required of Full Program: 120 credits

Proposed Effective Term: Fall 2020

Institutional Board of Trustees' Approval Date:

Program Type (check all that apply):

<input type="checkbox"/>	Program Suspension
<input checked="" type="checkbox"/>	Program Discontinuation
<input type="checkbox"/>	Reinstatement of Previously Suspended Program
<input type="checkbox"/>	Out of Service Area Delivery Program

Chief Academic Officer (or Designee) Signature:

I, the Chief Academic Officer or Designee, certify that all required institutional approvals have been obtained prior to submitting this request to the Office of the Commissioner.

Name:

Date:

Program Change Description—Abbreviated Template

Section I: The Request

The Behavioral Science Department in the College of Humanities and Social Sciences at Utah Valley University requests approval to delete the Behavioral Science degree with the associated emphases – Anthropology Emphasis, BA and BS, the Behavioral Science - Family Studies Emphasis, BA and BS, and the Behavioral Science - Sociology Emphasis, BA and BS effective Fall 2020.

Section II: Program Proposal

Program Deletion/Suspension Rationale

The Behavioral Science - Family Studies Emphasis, BA and Behavioral Science - Family Studies Emphasis, BS have been replaced with the Family Science BA and BS degrees. This emphasis duplicates much of the material covered in the Family Science degree and is no longer relevant.

The Behavioral Science – Anthropology and Sociology Emphasis, BA and BS will be replaced with the Anthropology and Sociology BA and BS degrees. This emphasis duplicates much of the material covered in the Behavioral Science degree and is no longer needed.

Institutional/USHE Impact

The deletion of these programs should not have any effect on UVU and USHE. An improved and updated degree (Family Science) has been implemented or will be implemented (Sociology and Anthropology).

Finances

Because replacement degrees are being offered, there are no cost savings, rather all efforts and finances devoted to running both the Behavioral Science - Emphases will be combined to run the newer Family Science, Sociology, and Anthropology degrees.

Section III: Curriculum

Teach Out Plan

The seven year teach out plan will be to continue to offer the required courses for the emphases that already exist and continue offering them throughout the teach out period. Most of the courses are already offered as part of the new degree. We will offer substitutions within each emphasis for any classes in the BESC core that are not in the new degrees.

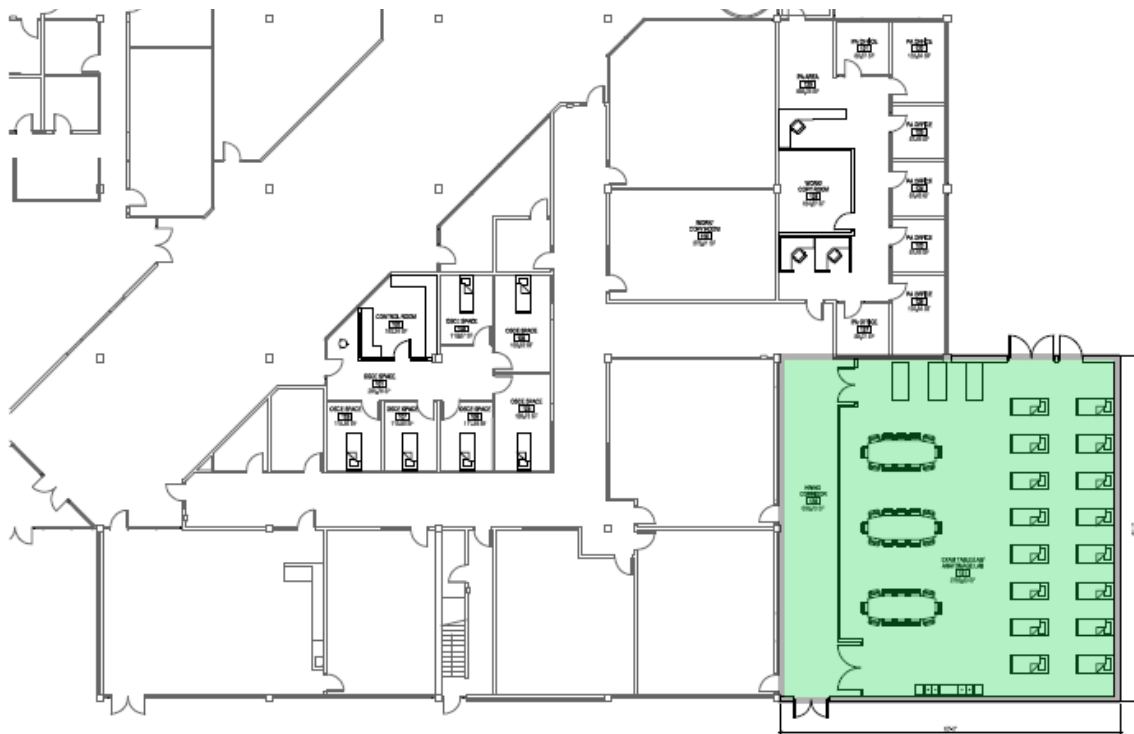


UVU BOARD OF TRUSTEES
Agenda Item Coversheet

DATE:	January 23, 2020
TITLE:	Health Professions Building Expansion
EXECUTIVE/RESPONSIBLE STAFF MEMBER:	Val Peterson, VP of Finance and Administration
SUBJECT:	Health Professions Annex
BACKGROUND:	<p>The Board of Trustees is being asked to approve the addition of specialized teaching space in the Health Professions (HP) building on West Campus for the Physician's Assistant (PA) program.</p> <p>Due to the size of the equipment and number of students in the cohorts, new space is needed to provide the best learning outcomes.</p> <p>A generous gift has been received by the program to create teaching lab space. The gift of \$1.5 million will be used to build an annex to the HP building, at the Southeast corner. The location allows for the program faculty to be housed near the lab and exam rooms. The addition will be approximately 3,450 SF.</p> <p>Regent Policy requires that Non-State Funded, existing facility improvements or renovations under \$3.5 million be approved the Board of Trustees. Total construction costs are anticipated to be \$1.1 million with a total project costs of \$1.5 million. Regent and Building Board approval is not necessary.</p> <p>The lab addition needs to be completed before March 2021 for the program to launch successfully.</p>
ALTERNATIVES:	<ul style="list-style-type: none">• Approve as presented, "I move to approve the expenditure of gifted funds for the construction of the teaching lab addition to the HP building."

	<ul style="list-style-type: none"> • Amend and approve, “I move to approve, as amended...” • No action, “I move that we go to the next agenda item...”
FINANCIAL IMPACT:	\$1.5 million
EXHIBITS:	See below

Exhibit:



PA ANNEX PROPOSED FLOOR PLAN 3

1/16" = 1'-0"



UVU BOARD OF TRUSTEES
Agenda Item Coversheet

DATE:	January 23, 2020
TITLE:	Consent Calendar
EXECUTIVE/RESPONSIBLE STAFF MEMBER:	Clark Collings, Interim Secretary to the Board
SUBJECT:	Consent Calendar
BACKGROUND:	<p>The Board of Trustees is being asked to approve the Consent Calendar which contains the following:</p> <ul style="list-style-type: none">a. Minutes of December 5, 2019b. October and November 2019 Investment Reportsc. Institutional Discretionary Funds 2019-20 Budget Revision II
ALTERNATIVES:	<ul style="list-style-type: none">• Approve as presented, “I move to approve the consent calendar as presented.”• Amend and approve, “I move to approve, as amended...”• No action, “I move that we go to the next agenda item...”
FINANCIAL IMPACT:	Available upon request
EXHIBITS:	<ul style="list-style-type: none">a. Minutes of December 5, 2019b. October and November 2019 Investment Reportsc. Institutional Discretionary Funds 2019-20 Budget Revision II

UVU BOARD OF TRUSTEES

December 5, 2019

4 p.m. – SC 213c

Board of Trustee Members Present

R. Duff Thompson, Chair
Karen Acerson
Taylor Bell
Rick Nielsen
Scott Smith
Paul Thompson
Jill Taylor, Second Vice Chair

Guests

Clark Collings
Jeremy Knee

UVU Attendees

Astrid S. Tuminez, President
Anne Arendt, Faculty Senate President
Jacob Atkin, Associate Vice President, Finance
Karen Clemes, General Counsel
Scott Cooksey, Vice President, Development and Alumni
Nathan Gerber, PACE President
Linda Makin, Vice President, Planning, Budgets, and HR
Henry Molina, Associate Vice President, Marketing & Communication
Kyle Reyes, Vice President, Student Affairs
Belinda Okukolo Saltiban, CIDO
Wayne Vaught, Provost & Vice President, Academic Affairs
Katie Zabriskie, Executive Communication Officer

Chair R. Duff Thompson welcomed those in attendance to the December 2019 Board of Trustee meeting and addressed absences and those joining by phone.

I. ACTION

1. Policy

The Board of Trustees were presented with a request to renew Policy 361 Leave of Absence in Temporary Emergency. It was noted that the Board had approved the temporary emergency status of the policy in 2018 for the addition of medical maternity leave. The need to extend this temporary emergency to allow for further updates to the policy and preserve medical maternity leave was explained. The Trustees asked about the length of this process and the timeline for approval of the final policy in Regular process. Trustee Karen Acerson motioned to approve Policy 361 Leave of Absence in Temporary Emergency. Trustee Paul Thompson seconded. The motion carried without opposition.

2. Academic Programs

The Board of Trustees were presented with a request to approve several additions, deletions, and name changes to academic programs. Little conversation occurred around each of the programs after it was noted that the Academic Affairs Committee had discussed each program in depth with good conversation and felt confident in advancing them to the full Board. Trustee Scott Smith motioned to approve the addition of the Graduate Certificate in Educational Leadership; the addition of the Master of Education emphasis in Gifted and Talented; the addition of IS Emphases in Human Resource Management, Personal and Social Impact, and Criminal Justice/Law Enforcement; the deletion of the Aviation Fire Officer emphasis and Certificate of Completion; the name change of the AAS/BS in Respiratory Therapy; the name change of the BS in Digital Cinema Production; and, the name change of the Minor in Exercise Science. Trustee Acerson seconded. The motion carried without opposition.

II. EXECUTIVE SESSION

Trustee Taylor Bell motioned to enter Executive Session to strategically discuss character, professional competence, or physical or mental health of an individual, and litigation that is pending or reasonably imminent. Trustee P. Thompson seconded. The motion carried without opposition.

I. ACTION (Continued)

3. Tenure

Trustee Rick Nielsen motioned to approve tenure with the promotion to the rank of professor for Dr. David McEntire and Dr. Saeed Moaveni. Trustee P. Thompson seconded. The motion carried without opposition.

III. CONSENT CALENDAR

The Trustees were asked to review the Consent Calendar, which consisted of the minutes of October 24, 2019; the September 2019 Investment Reports; the 2019 Travel Certification and Report; and, the 2019 Fleet Certification and Report. Trustee Bell motioned to approve the Consent Calendar. Trustee P. Thompson seconded. The motion carried without opposition.

IV. INFORMATION

1. Committee Reports

The Board of Trustees were provided with an update on the most recent meeting of the Academic Affairs Committee by Committee Chair P. Thompson. It was noted that in addition to review of the programs recently approved, the committee also discussed online courses and the efforts around these offerings/degree programs. The Trustees were also provided with an update on the upcoming meeting of the Finance and Facilities Committee and the success of UVU in meeting the performance metrics established by the legislature and being rewarded with full funding.

2. Engaged Learning Award

The Trustees were provided with a review of the process of recommending award recipients and plans for enhancing the program as well as being asked to contribute to the award fund to the extent that they are able with a goal of 100% participation.

3. University Update

Provost and Vice President of Academic Affairs provided the Trustees with an update on the university since the October meeting of the Board. This update included highlights of the UVU v. UK men's basketball trip, the success of the men's cross-country team, the Scott Keller Building groundbreaking and changes to parking that will occur on campus as a result of ongoing construction, the implementation efforts surrounding Vision 2030, the status of the physician assistant program, and the impact of the recent activities by the Higher Ed Strategic Planning Commission and NCHEMS. The update concluded with a thank you to departing General Counsel Karen Clemes.

4. Mandatory Annual Board Trainings

The Trustees were provided with mandatory annual trainings on Open Meeting Act compliance and Conflict of Interest compliance by the Office of General Counsel. The Trustees thoughtfully responded to the substance of these trainings.

Chair D. Thompson adjourned the meeting.



**CASH AND INVESTMENT
REPORT
October 2019**

Monthly Composite Performance Review

UTAH VALLEY UNIVERSITY

October 2019



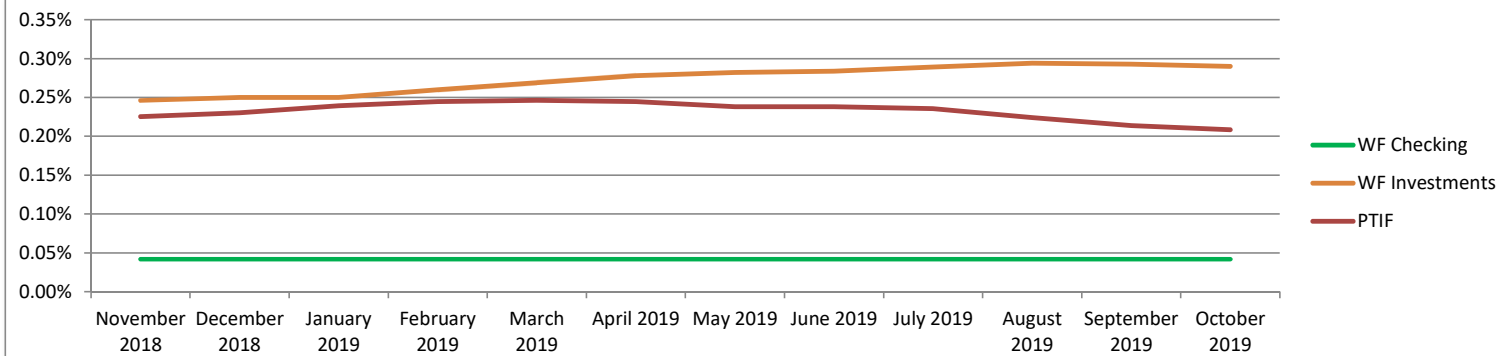
Account Activity

	Checking/Sweep	Investments	PTIF	Total University Cash and Investments	Past Twelve Months of Activity
Beginning Balance	\$ 14,247,926	\$ 87,758,270	\$ 112,213,332	\$ 214,219,528	\$ 165,678,713
Interest/Earnings Credit	5,339	272,932	242,486	520,757	5,530,705
Acquisitions/Credits	-	-	8,223,830	8,223,830	227,515,136
Dispositions/Debits	(7,101,679)	-	(11,000,000)	(18,101,679)	(197,092,051)
Unrecognized Gain/Loss	-	(85)	-	(85)	(159,897)
Fees	(5,339)	-	-	(5,339)	(71,411)
Transfers *	-	(272,932)	(8,401,912)	(8,674,844)	(5,219,027)
Ending Balance	\$ 7,146,247	\$ 87,758,185	\$ 101,277,736	\$ 196,182,168	\$ 196,182,168

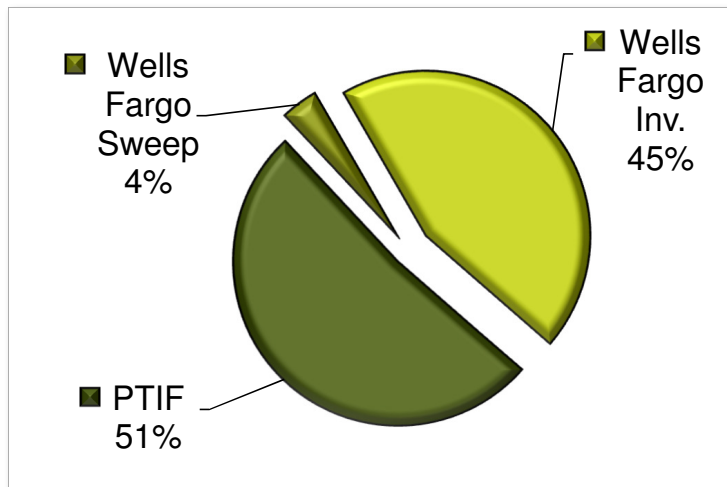
* Transfers consist of activity between UVU and the Foundation and interest transferred to UVU.

Performance Returns

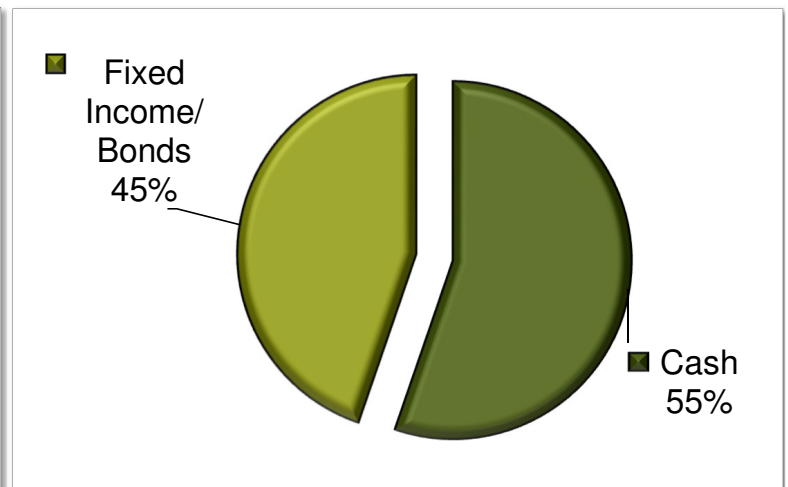
	Wells Fargo Checking/Sweep	Wells Fargo Investments	PTIF
November 2018	0.04%	0.25%	0.23%
December 2018	0.04%	0.25%	0.23%
January 2019	0.04%	0.25%	0.24%
February 2019	0.04%	0.26%	0.24%
March 2019	0.04%	0.27%	0.25%
April 2019	0.04%	0.28%	0.24%
May 2019	0.04%	0.28%	0.24%
June 2019	0.04%	0.28%	0.24%
July 2019	0.04%	0.29%	0.24%
August 2019	0.04%	0.29%	0.22%
September 2019	0.04%	0.29%	0.21%
October 2019	0.04%	0.29%	0.21%
Monthly Average	0.04%	0.27%	0.23%
12 Month Return	0.50%	3.29%	2.79%



UVU Cash and Investments as a Percent of Total



UVU Cash and Investments Investments by Type



Monthly Composite Performance Review

UVU Foundation

October 2019

UVU FOUNDATION

UTAH VALLEY UNIVERSITY

Account Activity

	Unrestricted	Temporarily Restricted	Permanently Restricted - Endowments	Total Foundation Investments	Past Twelve Months of Activity	Notes Due From University ^
Beginning Market Value	\$ 3,455,883	\$ 37,686,005	\$ 30,874,449	\$ 72,016,337	\$ 74,864,288	Beginning Balance \$ 7,319,458
Interest	3,443	58,625	853	62,921	1,137,017	Additional Notes -
Acquisitions	-	-	70,934	70,934	17,378,638	Principal Received (98,362)
Dispositions	-	-	(70,934)	(70,934)	(17,693,182)	Ending Balance \$ 7,221,096
Gain/Loss Rec & Unrec	-	130,495	242,007	372,502	3,101,534	Interest Received \$ 31,425
Fees	-	(316)	(2,057)	(2,373)	(41,258)	Rate 5.5%
Transfers *	(277,310)	6,763,242	1,915,980	8,401,912	2,104,263	^ Fiscal Year Activity
Ending Market Value	\$ 3,182,016	\$ 44,638,051	\$ 33,031,232	\$ 80,851,299	\$ 80,851,300	

* Transfers consist of activity between money market accounts and other investment accounts as well as activity between the University and the Foundation.

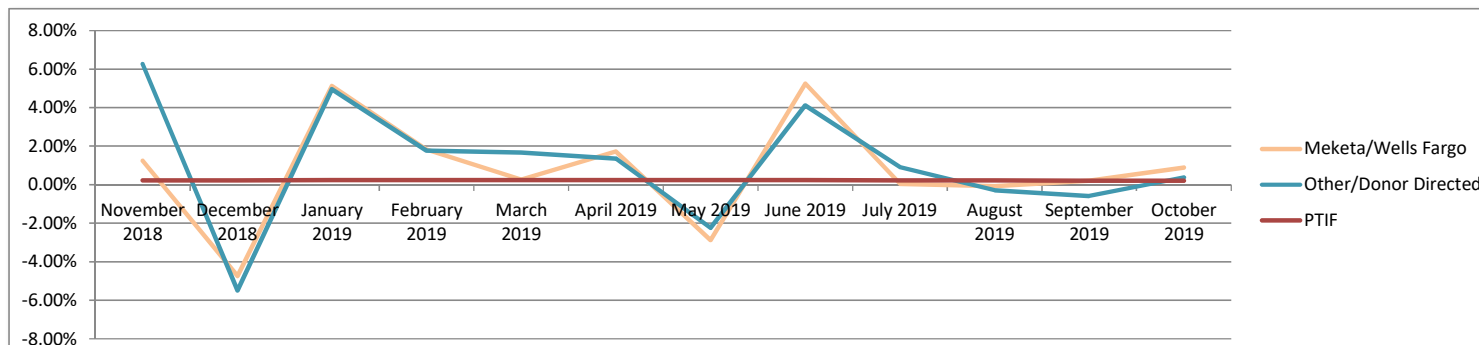
Performance Returns

	Meketa/ Wells Fargo	Other - Donor Directed	PTIF
November 2018	1.24%	6.26%	0.23%
December 2018	-4.74%	-5.49%	0.23%
January 2019	5.12%	4.96%	0.24%
February 2019	1.82%	1.77%	0.24%
March 2019	0.26%	1.67%	0.25%
April 2019	1.72%	1.36%	0.24%
May 2019	-2.88%	-2.25%	0.24%
June 2019	5.25%	4.11%	0.24%
July 2019	0.05%	0.91%	0.24%
August 2019	-0.07%	-0.29%	0.22%
September 2019	0.21%	-0.59%	0.21%
October 2019	0.90%	0.38%	0.21%
Monthly Average	0.74%	1.07%	0.23%
12 Month Return	8.69%	12.78%	2.79%

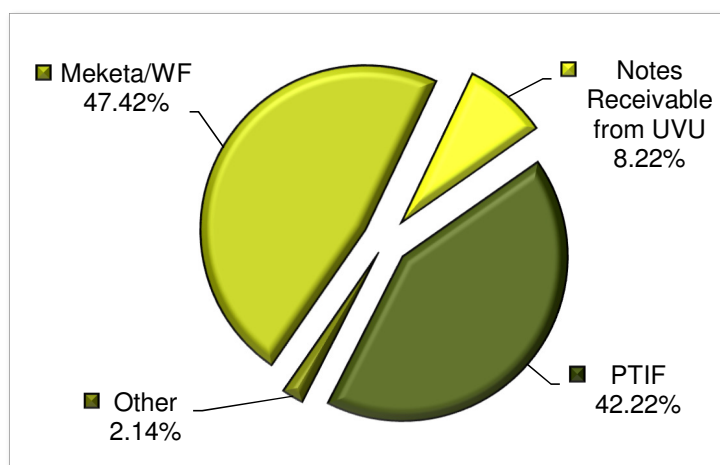
Fund Performance

	1-Year	3-Year	5-Year
UVU	7.63%	7.80%	9.29%
Benchmark	7.70%	6.00%	7.00%

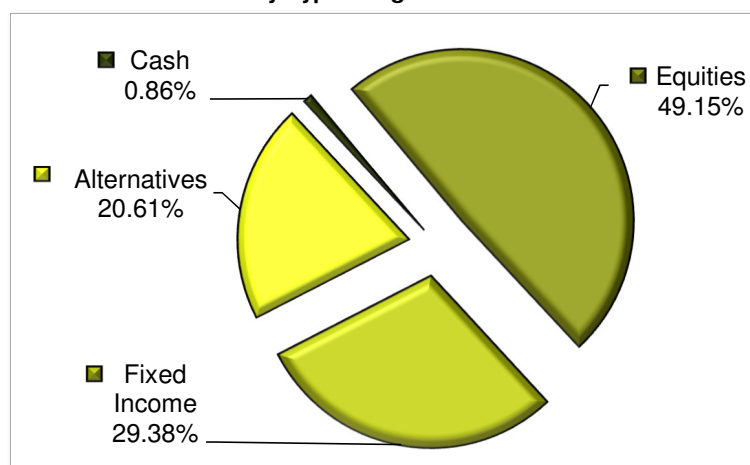
2018 data. Benchmark per NACUBO



UVU Foundation
All Funds as a Percent of Total



UVU Foundation
Investments by Type/Long-Term Investment Fund



Utah Valley University

Investments and Investment Earnings

From 7/1/19 to 10/31/19

Description	Coupon	Settlement Date	Maturity Date	Principal	Premium (Discount)	Accrued Interest	Net Amount	Par	Total Interest Received To Date	Less Accrued Interest	Interest Earnings
BK of Communications/HK	3.40%	5/15/2017	8/16/2019	3,017,220.00	17,220.00	14,023.75	3,031,243.75	3,000,000.00	26,062.83	-	26,062.83
China Development Bank	2.66%	7/28/2017	3/6/2020	1,000,662.47	662.47	2,560.28	1,003,222.75	1,000,000.00	7,728.97	-	7,728.97
Goldman Sachs Group Inc SRNT	3.09%	2/23/2018	4/23/2020	5,783,361.78	100,361.78	14,213.59	5,797,575.37	5,683,000.00	103,552.07	-	103,552.07
UBS AG Stamford CT	2.99%	9/29/2017	6/1/2020	3,038,334.36	38,334.36	5,054.26	3,043,388.62	3,000,000.00	25,838.59	-	25,838.59
Morgan Stanley	3.10%	6/16/2017	6/16/2020	3,544,030.00	44,030.00	-	3,544,030.00	3,500,000.00	29,994.30	-	29,994.30
National Bank of Canada	2.69%	8/24/2017	6/12/2020	4,024,000.00	24,000.00	14,503.56	4,038,503.56	4,000,000.00	30,623.22	-	30,623.22
National Bank of Canada	2.69%	8/24/2017	6/12/2020	1,006,000.00	6,000.00	3,625.89	1,009,625.89	1,000,000.00	7,655.81	-	7,655.81
Bank of Montreal	2.56%	1/9/2018	6/15/2020	1,507,200.00	7,200.00	2,113.01	1,509,313.01	1,500,000.00	10,807.20	-	10,807.20
Wells Fargo	2.83%	8/21/2017	7/22/2020	5,083,300.00	83,300.00	8,526.39	5,091,826.39	5,000,000.00	83,741.25	-	83,741.25
Canadian Imperial Bank	2.35%	3/9/2018	10/5/2020	2,507,925.00	7,925.00	8,775.94	2,516,700.94	2,500,000.00	35,337.80	-	35,337.80
JPMorgan Chase & Co.	3.13%	1/16/2018	10/29/2020	3,076,110.00	76,110.00	16,789.24	3,092,899.24	3,000,000.00	55,253.39	-	55,253.39
American Express Co	2.27%	1/24/2018	10/30/2020	3,001,500.00	1,500.00	12,240.38	3,013,740.38	3,000,000.00	41,989.11	-	41,989.11
Canadian Imperial Bank	2.58%	2/12/2018	2/2/2021	3,006,600.00	6,600.00	12,240.38	3,018,840.38	3,000,000.00	22,161.50	-	22,161.50
Wells Fargo	3.47%	5/2/2018	3/4/2021	3,590,463.24	90,463.24	18,972.44	3,609,435.68	3,500,000.00	34,369.03	-	34,369.03
HSBC HOLDINGS PLC	4.34%	3/16/2018	3/8/2021	8,547,201.00	447,201.00	7,717.10	8,554,918.10	8,100,000.00	96,089.17	-	96,089.17
Toronto Dominion Bank	3.04%	4/10/2018	4/7/2021	3,067,953.00	67,953.00	277.55	3,068,230.55	3,000,000.00	52,258.73	-	52,258.73
Bank of Nova Scotia	2.41%	4/30/2018	4/20/2021	5,015,250.00	15,250.00	3,887.03	5,019,137.03	5,000,000.00	72,662.61	-	72,662.61
Morgan Stanley	3.37%	4/30/2018	4/21/2021	5,143,600.00	143,600.00	3,657.07	5,147,257.07	5,000,000.00	96,929.29	-	96,929.29
Santander UK PLC	2.76%	6/6/2018	6/1/2021	1,502,280.00	2,280.00	608.40	1,502,888.40	1,500,000.00	12,037.62	-	12,037.62
Mitsubishi UFJ FIN GRP	2.59%	8/10/2018	7/26/2021	1,803,030.04	10,030.04	2,229.95	1,805,259.99	1,793,000.00	28,323.11	-	28,323.11
Citigroup Inc	3.46%	8/8/2018	8/2/2021	8,670,000.00	170,000.00	5,012.96	8,675,012.96	8,500,000.00	81,797.85	-	81,797.85
Goldman Sachs Group Inc SRNT	3.33%	11/29/2018	11/15/2021	2,020,000.00	20,000.00	2,944.77	2,022,944.77	2,000,000.00	18,849.78	-	18,849.78
Santander UK PLC	2.82%	1/9/2019	11/15/2021	2,488,307.50	(11,692.50)	12,513.00	2,500,820.50	2,500,000.00	20,303.89	-	20,303.89
MIZUHO Financial Group	3.08%	2/28/2019	2/28/2022	2,016,000.00	16,000.00	-	2,016,000.00	2,000,000.00	17,687.66	-	17,687.66
Barclays Bank	2.81%	6/21/2019	6/21/2022	5,000,000.00	-	-	5,000,000.00	5,000,000.00	37,951.63	-	37,951.63
FHLB	1.75%	8/30/2017	8/23/2022	3,000,000.00	-	-	3,000,000.00	3,000,000.00	26,250.00	-	26,250.00
				91,460,328.39			91,632,815.33	90,076,000.00	1,076,256.41	-	1,076,256.41
			Matured/Sold	(3,017,220.00)			(3,031,243.75)	(3,000,000.00)			
			Total	<u>88,443,108.39</u>			<u>88,601,571.58</u>	<u>87,076,000.00</u>			



**CASH AND INVESTMENT
REPORT
November 2019**

Monthly Composite Performance Review

UTAH VALLEY UNIVERSITY

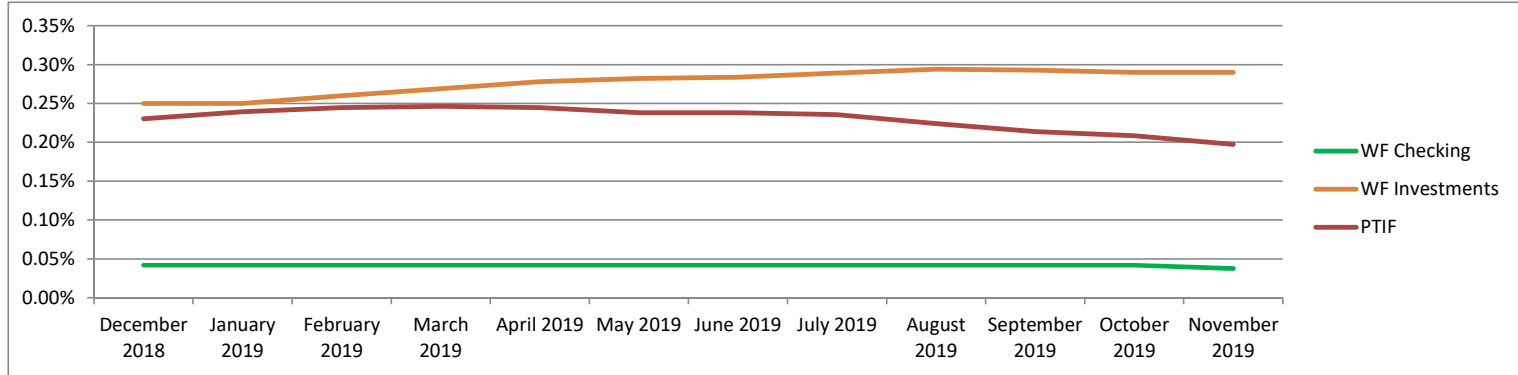
November 2019



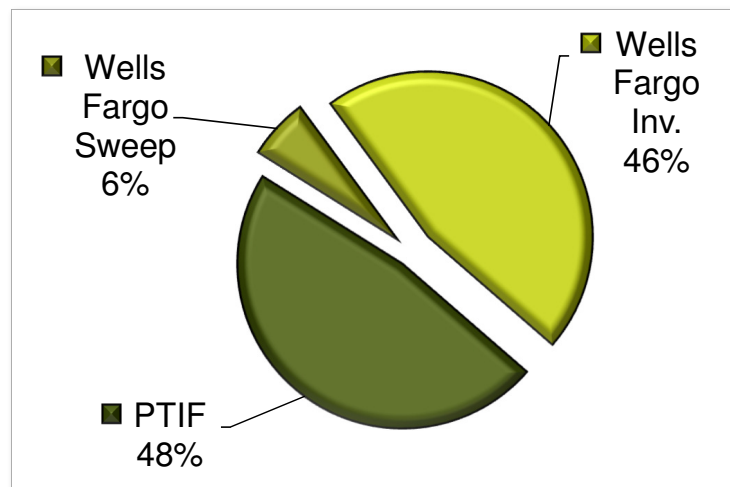
Account Activity	Checking/Sweep	Investments	PTIF	Total University Cash and Investments	Past Twelve Months of Activity
Beginning Balance	\$ 7,146,247	\$ 87,758,185	\$ 101,277,736	\$ 196,182,168	\$ 158,664,668
Interest/Earnings Credit	4,504	147,862	197,565	349,931	5,605,868
Acquisitions/Credits	4,176,516	-	8,658,058	12,834,574	227,962,270
Dispositions/Debits	-	-	(18,000,000)	(18,000,000)	(197,092,051)
Unrecognized Gain/Loss	-	(285)	-	(285)	149,298
Fees	(4,504)	-	-	(4,504)	(71,264)
Transfers *	-	(147,862)	(2,412,373)	(2,560,235)	(6,417,141)
Ending Balance	\$ 11,322,763	\$ 87,757,900	\$ 89,720,986	\$ 188,801,649	\$ 188,801,649

* Transfers consist of activity between UVU and the Foundation and interest transferred to UVU.

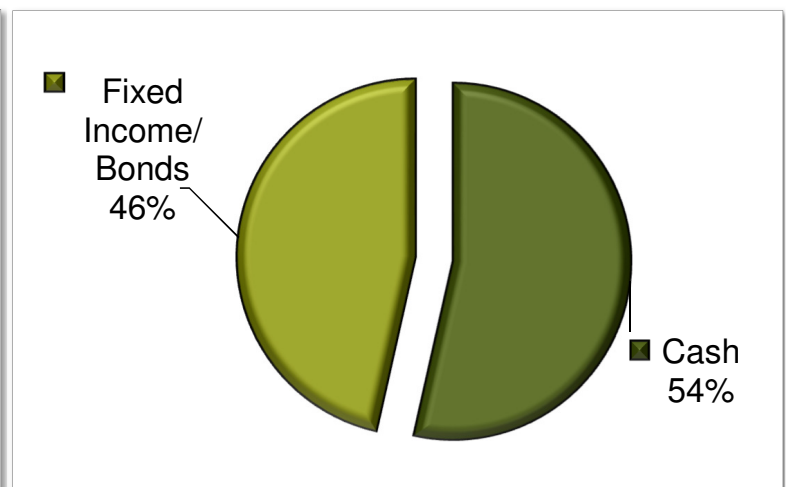
Performance Returns	Wells Fargo Checking/Sweep	Wells Fargo Investments	PTIF
December 2018	0.04%	0.25%	0.23%
January 2019	0.04%	0.25%	0.24%
February 2019	0.04%	0.26%	0.24%
March 2019	0.04%	0.27%	0.25%
April 2019	0.04%	0.28%	0.24%
May 2019	0.04%	0.28%	0.24%
June 2019	0.04%	0.28%	0.24%
July 2019	0.04%	0.29%	0.24%
August 2019	0.04%	0.29%	0.22%
September 2019	0.04%	0.29%	0.21%
October 2019	0.04%	0.29%	0.21%
November 2019	0.04%	0.29%	0.20%
Monthly Average	0.04%	0.28%	0.23%
12 Month Return	0.50%	3.33%	2.76%



UVU Cash and Investments as a Percent of Total



UVU Cash and Investments Investments by Type



Monthly Composite Performance Review

UVU Foundation

November 2019



Account Activity

	Unrestricted	Temporarily Restricted	Permanently Restricted - Endowments	Total Foundation Investments	Past Twelve Months of Activity	Notes Due From University ^
Beginning Market Value	\$ 3,182,016	\$ 44,638,051	\$ 33,031,232	\$ 80,851,299	\$ 76,484,330	Beginning Balance \$ 7,319,458
Interest	2,574	84,037	76,118	162,729	1,145,359	Additional Notes -
Acquisitions	-	8,088	191,465	199,553	16,557,735	Principal Received (98,362)
Dispositions	-	-	(199,553)	(199,553)	(16,872,312)	Ending Balance \$ 7,221,096
Gain/Loss Rec & Unrec	-	52,173	133,696	185,869	3,054,995	Interest Received \$ 31,425
Fees	-	-	(10,435)	(10,435)	(44,531)	Rate 5.5%
Transfers *	(2,510)	2,757,079	(342,196)	2,412,373	3,276,259	^ Fiscal Year Activity
Ending Market Value	\$ 3,182,080	\$ 47,539,428	\$ 32,880,327	\$ 83,601,835	\$ 83,601,835	

* Transfers consist of activity between money market accounts and other investment accounts as well as activity between the University and the Foundation.

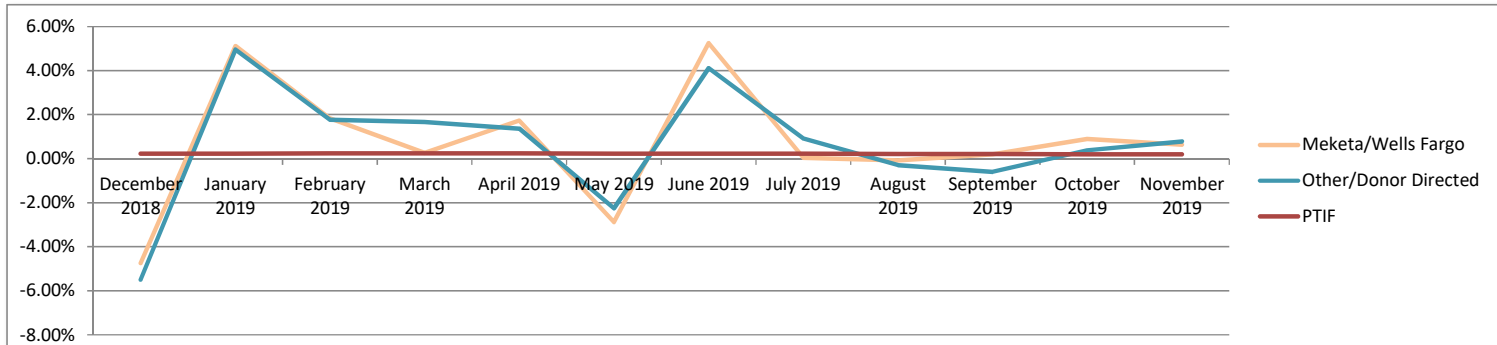
Performance Returns

	Meketa/ Wells Fargo	Other - Donor Directed	PTIF
December 2018	-4.74%	-5.49%	0.23%
January 2019	5.12%	4.96%	0.24%
February 2019	1.82%	1.77%	0.24%
March 2019	0.26%	1.67%	0.25%
April 2019	1.72%	1.36%	0.24%
May 2019	-2.88%	-2.25%	0.24%
June 2019	5.25%	4.11%	0.24%
July 2019	0.05%	0.91%	0.24%
August 2019	-0.07%	-0.29%	0.22%
September 2019	0.21%	-0.59%	0.21%
October 2019	0.90%	0.38%	0.21%
November 2019	0.63%	0.79%	0.20%
Monthly Average	0.69%	0.61%	0.23%
12 Month Return	8.23%	7.36%	2.76%

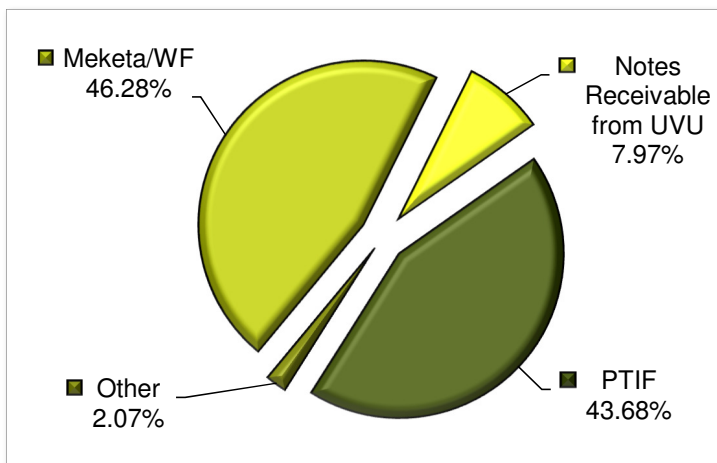
Fund Performance

	1-Year	3-Year	5-Year
UVU	7.63%	7.80%	9.29%
Benchmark	7.70%	6.00%	7.00%

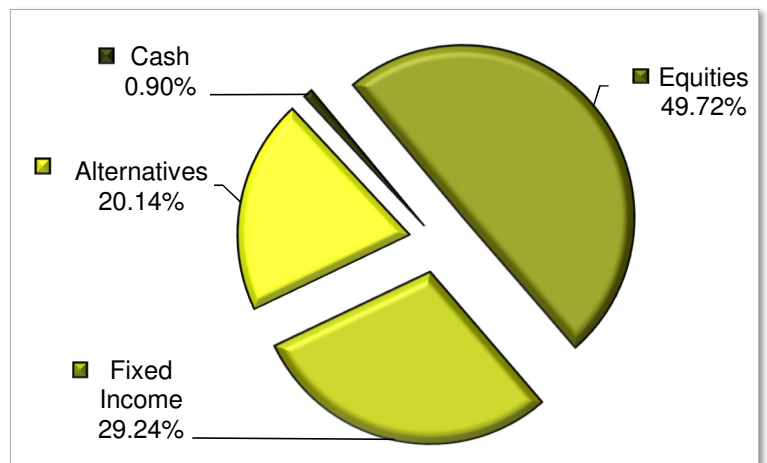
2018 data. Benchmark per NACUBO



UVU Foundation
All Funds as a Percent of Total



UVU Foundation
Investments by Type/Long-Term Investment Fund



Utah Valley University

Investments and Investment Earnings

From 7/1/19 to 11/30/19

Description	Coupon	Settlement Date	Maturity Date	Principal	Premium (Discount)	Accrued Interest	Net Amount	Par	Total Interest Received To Date	Less Accrued Interest	Interest Earnings
BK of Communications/HK	3.40%	5/15/2017	8/16/2019	3,017,220.00	17,220.00	14,023.75	3,031,243.75	3,000,000.00	26,062.83	-	26,062.83
China Development Bank	2.66%	7/28/2017	3/6/2020	1,000,662.47	662.47	2,560.28	1,003,222.75	1,000,000.00	7,728.97	-	7,728.97
Goldman Sachs Group Inc SRNT	3.09%	2/23/2018	4/23/2020	5,783,361.78	100,361.78	14,213.59	5,797,575.37	5,683,000.00	103,552.07	-	103,552.07
UBS AG Stamford CT	2.99%	9/29/2017	6/1/2020	3,038,334.36	38,334.36	5,054.26	3,043,388.62	3,000,000.00	25,838.59	-	25,838.59
Morgan Stanley	3.10%	6/16/2017	6/16/2020	3,544,030.00	44,030.00	-	3,544,030.00	3,500,000.00	29,994.30	-	29,994.30
National Bank of Canada	2.69%	8/24/2017	6/12/2020	4,024,000.00	24,000.00	14,503.56	4,038,503.56	4,000,000.00	30,623.22	-	30,623.22
National Bank of Canada	2.69%	8/24/2017	6/12/2020	1,006,000.00	6,000.00	3,625.89	1,009,625.89	1,000,000.00	7,655.81	-	7,655.81
Bank of Montreal	2.56%	1/9/2018	6/15/2020	1,507,200.00	7,200.00	2,113.01	1,509,313.01	1,500,000.00	10,807.20	-	10,807.20
Wells Fargo	2.83%	8/21/2017	7/22/2020	5,083,300.00	83,300.00	8,526.39	5,091,826.39	5,000,000.00	83,741.25	-	83,741.25
Canadian Imperial Bank	2.35%	3/9/2018	10/5/2020	2,507,925.00	7,925.00	8,775.94	2,516,700.94	2,500,000.00	35,337.80	-	35,337.80
JPMorgan Chase & Co.	3.13%	1/16/2018	10/29/2020	3,076,110.00	76,110.00	16,789.24	3,092,899.24	3,000,000.00	55,253.39	-	55,253.39
American Express Co	2.27%	1/24/2018	10/30/2020	3,001,500.00	1,500.00	12,240.38	3,013,740.38	3,000,000.00	41,989.11	-	41,989.11
Canadian Imperial Bank	2.22%	2/12/2018	2/2/2021	3,006,600.00	6,600.00	12,240.38	3,018,840.38	3,000,000.00	42,376.44	-	42,376.44
Wells Fargo	3.47%	5/2/2018	3/4/2021	3,590,463.24	90,463.24	18,972.44	3,609,435.68	3,500,000.00	34,369.03	-	34,369.03
HSBC HOLDINGS PLC	4.34%	3/16/2018	3/8/2021	8,547,201.00	447,201.00	7,717.10	8,554,918.10	8,100,000.00	96,089.17	-	96,089.17
Toronto Dominion Bank	3.04%	4/10/2018	4/7/2021	3,067,953.00	67,953.00	277.55	3,068,230.55	3,000,000.00	52,258.73	-	52,258.73
Bank of Nova Scotia	2.41%	4/30/2018	4/20/2021	5,015,250.00	15,250.00	3,887.03	5,019,137.03	5,000,000.00	72,662.61	-	72,662.61
Morgan Stanley	3.37%	4/30/2018	4/21/2021	5,143,600.00	143,600.00	3,657.07	5,147,257.07	5,000,000.00	96,929.29	-	96,929.29
Santander UK PLC	2.76%	6/6/2018	6/1/2021	1,502,280.00	2,280.00	608.40	1,502,888.40	1,500,000.00	12,037.62	-	12,037.62
Mitsubishi UFJ FIN GRP	2.59%	8/10/2018	7/26/2021	1,803,030.04	10,030.04	2,229.95	1,805,259.99	1,793,000.00	28,323.11	-	28,323.11
Citigroup Inc	3.09%	8/8/2018	8/2/2021	8,670,000.00	170,000.00	5,012.96	8,675,012.96	8,500,000.00	158,493.64	-	158,493.64
Goldman Sachs Group Inc SRNT	3.08%	11/29/2018	11/15/2021	2,020,000.00	20,000.00	2,944.77	2,022,944.77	2,000,000.00	35,860.22	-	35,860.22
Santander UK PLC	2.57%	1/9/2019	11/15/2021	2,488,307.50	(11,692.50)	12,513.00	2,500,820.50	2,500,000.00	38,308.61	-	38,308.61
MIZUHO Financial Group	3.08%	2/28/2019	2/28/2022	2,016,000.00	16,000.00	-	2,016,000.00	2,000,000.00	33,623.62	-	33,623.62
Barclays Bank	2.81%	6/21/2019	6/21/2022	5,000,000.00	-	-	5,000,000.00	5,000,000.00	37,951.63	-	37,951.63
FHLB	1.75%	8/30/2017	8/23/2022	3,000,000.00	-	-	3,000,000.00	3,000,000.00	26,250.00	-	26,250.00
				91,460,328.39			91,632,815.33	90,076,000.00	1,224,118.26	-	1,224,118.26
			Matured/Sold	(3,017,220.00)			(3,031,243.75)	(3,000,000.00)			
			Total	<u>88,443,108.39</u>			<u>88,601,571.58</u>	<u>87,076,000.00</u>			



Institutional Discretionary Funds

2019-20 Budget Revision 2

January 23, 2020

Institutional Investment Income

	2019-20		
	Initial Budget	Revision 1	Revised Budget (as of 10-24-19)
Revenue			
Investment Revenue From Prior Year	\$4,000,000	\$719,556	\$4,719,556
Carry forward from Prior Year	\$544,282	\$2,702,948	\$3,247,230
Available Revenue	\$4,544,282	\$3,422,504	\$7,966,786

	2019-20				
	Initial Budget	Revision 1	Revised Budget (as of 10-24-19)	Revision 2	Revised Budget (as of 1-23-20)
Expenditure Category/Project					
Scholarships, Fellowships and Student Aid					
International Student Scholarships	\$150,251		\$150,251		\$150,251
Scholarship (President/Land)	\$15,000		\$15,000		\$15,000
Wolverine Ambassador Scholarship	\$26,000		\$26,000		\$26,000
CAL Lead Housing	\$215,400	\$7,300	\$222,700		\$222,700
Honors Housing	\$352,275		\$352,275		\$352,275
International Studies Student Aid	\$20,000		\$20,000		\$20,000
Internships	\$42,000		\$42,000		\$42,000
Fund Raising and Institutional Development			\$0		\$0
Federal Funding Development	\$45,000		\$45,000		\$45,000
Institutional Advancement Support	\$142,251		\$142,251		\$142,251
Institutional Advancement Events	\$130,000		\$130,000		\$130,000
Enrichment of Institutional Cultural Programs			\$0		\$0
Cultural Envoy Summer Bridge	\$0		\$0		\$0
Campus Development/Capital Facilities			\$0		\$0
Museum Remodel			\$0	\$500,000	\$500,000
Geneva Property	\$1,300,000	\$3,300,000	\$4,600,000		\$4,600,000
Other Education and General Operating Support			\$0		\$0
Student Marketing (Recruitment)	\$80,000		\$80,000		\$80,000
Out Of State Recruiting	\$30,000		\$30,000		\$30,000
International Fair	\$16,500		\$16,500		\$16,500
University Campaign	\$0	\$33,000	\$33,000		\$33,000
Contingency	\$1,979,605	\$82,204	\$2,061,809	-\$500,000	\$1,561,809
TOTAL	\$4,544,282	\$3,422,504	\$7,966,786	\$0	\$7,966,786

Unrestricted Gifts

	2019-20		
	Initial Budget	Revision	Revised Budget
Revenue			
Carry forward from Prior Year	\$97,781	-\$49,172	\$48,609
Projected new revenue	\$11,000		\$11,000
Available Revenue	\$108,781	-\$49,172	\$59,609

	2019-20		
	Initial Budget	Revision	Revised Budget
Expenditure Category			
Fund Raising and Institutional Development			
Presidential Impact	\$62,852	-\$47,205	\$15,647
Community Outreach	\$45,929	-\$1,967	\$43,962
Total Expenditures	\$108,781	-\$49,172	\$59,609