

## UNDERGRADUATE CURRICULUM COMMITTEE MINUTES

**Date:** November 20, 2024

**Present:** Carl Castles  
Jennifer Scroggins  
Ying Wang  
Elaine Westbrook  
Jaki Penninger (Registrar representative)

Josh Hill  
Scott Butterfield  
Karen Washburn  
Nicole Bogunovich

**Absent:** Jeff Willardson\*  
Robin Rasmussen\*

*\*excused*

**Guests:** Heather Slezak  
John Pannell  
Alan Lohof

Sam Boerboom  
Bruce Brumley



The meeting was called to order at 4:00 p.m. in the Chancellor's Conference Room, with some members and guests attending virtually.

### I. APPROVAL OF MINUTES

The minutes of November 13 were accepted as presented.

### II. ITEMS FOR APPROVAL

Group 1		
ITS 210: Network OS - Desktop	Edited	11/6/2024
Cybersecurity/Computer Systems Associate of Applied Science Degree	Edited	11/6/2024

- Motion by Scott Butterfield, seconded by Nicole Bogunovich to **approve Group 1.**

Bruce Brumley, Computer Technology, noted they had two programs with no more than three courses difference between the two. Due to a faculty member leaving and budget cuts, they are merging the Computer Systems Technology and Cybersecurity/Network Support programs. The merged program title will require BOR and NWCCU approval.

The ITS 210 course had been deleted in the past, and they are bringing it back in order to use the generic title as operating system name changes happen. It was noted the course learning outcomes are missing from the form.

- Motion carried.

It was agreed Group 1 will go to the Senate as action items.

Group 2		
ELCT 241: Electric Motor Controls	Edited	11/6/2024
ETEC 193: Fund Electrical Technicians II	Edited	11/6/2024
PPT 151: Process Plant HSE I	Edited	11/6/2024
PPT 161: Process Plant HSE II	Edited	11/6/2024
PPT 175: Process Plant Sciences	Edited	11/6/2024
PPT 176: Process Plant Sciences Lab	Edited	11/6/2024
PPT 208: Equipment and Operations Lab	Edited	11/6/2024
PPT 210: Equipment and Operations	Edited	11/6/2024
TRID 185: Intro Industrial Power Systems	Edited	11/6/2024
TRID 186: Intro Indstrl Pwr Systms Lab	Edited	11/6/2024
Process Plant Technology Associate of Applied Science Degree	Edited	11/6/2024
Instrument and Electrical Technician Associate of Applied Science	Edited	11/6/2024

- Motion by Elaine Westbrook, seconded by Josh Hill to **approve Group 2.**

Heather Slezak, Instrument and Electrical, stated that her program only starts every other year, and these changes will make it so students can start the program every year. There has been an increase in demand from students and from industry partners. The Instrument and Electrical and Process Plant Technology programs have a lot of overlap, so now the two programs will share the same courses for the first year. This will also help keep faculty teaching loads manageable. Several courses have been merged and deletions of some courses will come later. The current students, many of whom would take three years instead of two to finish because of the current program's structure, are all very willing to hop to the next catalog. However, it was noted that students who may choose to stay in the current program (because we cannot force students to switch catalogs) will be able to finish and graduate, though it will likely increase Ms. Slezak's teaching load.

Both programs have been taught in overload for faculty for quite some time, and while these changes help, there will still be some overload for faculty. The Dean has approved this overload.

It was noted that PPT 176 and 208 are missing learning outcomes.

- Motion carried.

It was agreed Group 2 will go to the Senate as action items.

Item 3		
Computer Programming and Application Development Associate of Applied Science Degree	Edited	11/11/2024

- Motion by Josh Hill, seconded by Ying Wang to **approve Item 3.**

John Pannell, Computer Technology, noted there are three careers that graduates of this program go into: application developer, web developer, and database developer. The changes in this item are to enhance the web component with web design content. The Art Department's ARTZ 106 Visual Language-2-D Fndtns is a perfect fit for what these students need, so it has been added as a requirement to the program. ARTZ 106 is offered every fall and spring on the main campus. The Art Department agreed to add sections as needed for this new influx of students. The course will also be scheduled so City College students won't have a conflict when taking it, and they will have time to commute.

- Motion carried.

It was agreed Item 3 will go to the Senate as a consent item.

Item 6		
FIRE 109: Wildland Firefighting Lab	Added	11/13/2024

- Motion by Josh Hill, seconded by Scott Butterfield to **approve Item 6.**

Alan Lohof, Fire Science, noted that FIRE 106 Wildland Firefighting has been taught with a field day to do hands-on learning. They are creating that field day as a separate, one-credit course so the instructor gets compensated and it is optional for students who may not need the Wildland component. The one-credit course will be a ten-hour field day scheduled at a time when the most students can attend, but can be flexible as well. While it can and will be taught on the instructor's property, it can also be taught on the City College campus. In addition to the ten-hour field day, other lab exercises will be scheduled, including work with local fire departments.

- Motion carried.

It was agreed Item 6 will go to the Senate as an action item.

Group 7		
COMT 561: Multicultural Media Studies	Edited	11/13/2024
COMX 438: Multicultural Media Studies	Edited	11/13/2024

- Motion by Nicole Bogunovich, seconded by Karen Washburn to **approve Group 7.**

Sam Boerboom, Communication, noted that these title changes are clean up their move from "Mass Communication" to "Media Studies."

- Motion carried.

It was agreed Group 7 will go to the Senate as consent items.

Group 4		
ASTR 110: Introduction to Astronomy	Edited	11/12/2024
BIOB 101: Discover Biology	Edited	11/12/2024
PHSX 103: Our Physical World	Edited	11/12/2024

- Motion by Scott Butterfield, seconded by Jennifer Scroggins to **approve Group 4.**

Dr. Castles noted that these course changes are in response to the change in Gen Ed. These existing courses will have lab exercises incorporated, decided by the instructors. PHSX 103 may move to be entirely online, as there is heavy demand for the course from City College Sonography and Radiologic Technology students. The *integrated* lab credit hours will not change the credits of the course, as the Department wanted to be honest about what the course is offering, which is not a full lab experience.

It was noted that BIOB 101 is missing learning outcomes.

- Motion carried.

It was agreed Group 4 will go to the Senate as consent items.

Item 5		
BIOB 315: Animal Development	Edited	11/12/2024

- Motion by Scott Butterfield, seconded by Josh Hill to **approve Item 5.**

Dr. Castles noted they have acquired new lab equipment so they are updating this course to include integrated lab hours. This is an elective for science majors.

- Motion carried.

It was agreed Item 5 will go to the Senate as a consent item.

The meeting adjourned at 4:48 p.m.

rjrm