

UNDERGRADUATE CURRICULUM COMMITTEE MINUTES

Date: December 3, 2025

Present: Richard Warner
Stephen Eliason
Scott Butterfield
Tam McDowell
Braden Stone (student)
Jaki Penninger (Registrar representative)

Carl Castles
Ying Wang
Elaine Westbrook
Nicole Bogunovich

Absent: Dan Charlton*

**excused*

Guests: Christina Wulf
Katie Curry

Lynne Fitzgerald

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

I. APPROVAL OF MINUTES

The minutes of November 19 were accepted as presented.

II. ITEMS FOR APPROVAL

Group 1		
HEE 310: Methods of Adapted Hlth Enhncm	Edited	11/14/2025
REC 281: Challnge Course Facilitatn Lab	Deleted	11/14/2025
Health and Human Performance Health and Wellness Option Bachelor of Science Degree	Edited	11/14/2025
Health and Human Performance Teacher Licensure Option (Health and Physical Education K-12) Bachelor of Science Degree	Edited	11/14/2025
Outdoor Adventure Leadership Bachelor of Science Degree	Edited	11/14/2025

- Motion by Steve Eliason, seconded by Scott Butterfield to **approve Group 1.**

Lynne Fitzgerald, Health Sciences & Human Performance, noted that HEE 310 needs to be 3 credits to cover all the content, so they are increasing the credits and removing REC 381, which is 1 credit, to balance the programs.

The Health and Wellness Option also had a number of courses that are no longer offered, so the program is being overhauled. They have created a core and moved many of the credits

to restricted electives, so students can create their own area of emphasis, in consultation with an advisor.

It was noted that REC 280 lists REC 281 as a corequisite. The corequisite for REC 280 will be corrected by Rita Rabe Meduna.

- Motion carried.

Item 7		
REC 250: Leave No Trace Instructor I	Added	11/24/2025

- Motion by Elaine Westbrook, seconded by Steve Eliason to **approve Item 7.**

Ms. Fitzgerald noted this course has been offered as a seminar many times, so they are now giving it a regular course number.

It was noted the staffing plan should be cleaned up a bit.

- Motion carried.

It was agreed Group 1 and Item 7 will go to the Senate as action items.

Item 2		
BIOH 201: Human Anatomy & Physiology I	Edited	11/18/2025

- Motion by Elaine Westbrook, seconded by Steve Eliason to **approve Item 2.**

Katie Curry, Nursing, Health & Public Safety, noted that most health programs at City College are not allowed prerequisite courses, but students who score low in math and reading struggle in BIOH 201. This change adds a prerequisite statement so students and advisors are more aware of the skills needed to enter BIOH 201, and students are more appropriately screened for the course. It was noted that, given the wording of the prerequisite [Eligible to enter College Level Math (not enhanced) and completion of RD 101 or appropriate placement score or transfer coursework], it will not be a hard stop in Banner. It was suggested that registration for BIOH 201 could be set up as “consent of department” at the schedule level, so students cannot register themselves for a course they may not be prepared for.

- Motion carried.

It was agreed Item 2 will go to the Senate as a consent item.

Item 4		
Broadfield Major in Elementary Education Bachelor of Science in Education Degree	Edited	11/18/2025
Item 5		

Elementary Education/Special Education (P-12) Double Major Bachelor of Science in Education Degree	Edited	11/19/2025
Group 6		
EDU 343: Strat for Mnging Div Learners	Edited	11/19/2025
EDU 353: Junior Field Experience	Edited	11/19/2025
EDU 354: Secondary Junior Field	Edited	11/19/2025

- Motion by Elaine Westbrook, seconded by Ying Wang to **approve Item 4, Item 5, and Group 6.**

Elaine Westbrook, College of Education, noted Group 6 is to add EDU 343 as a corequisite for EDU 353 and 354. However, Banner does not allow for “or” corequisites, so this change does not really solve the problem of students registering themselves for EDU 343 when they should not be. A statement was added to the course description for EDU 343: “Students must take this course with either Junior Field Experience or Secondary Junior Field at the same time.” The Department may also make EDU 343 “consent of department.”

Dr. Westbrook noted the changes for the Broadfield Major in Elementary Education are to reduce the total credits for the program from 128 to 120 and adding a section for restricted electives. The restricted electives course list is still being developed, but will be distributed to advisors. They are also removing GPHY 121 and adding EDU 315 to both the Broadfield Major in Elementary Education and the Elementary Education/Special Education (P-12) Double Major.

- Motion carried.

It was agreed Item 4, Item 5, and Group 6 will go to the Senate as consent items.

Group 3		
PSYX 458: Drugs and Behavior	Edited	11/18/2025
PSYX 459: Drugs and Behavior Lab	Edited	11/18/2025

It was noted that no one is present to discuss these changes. Originally, these courses were to be co-convened with graduate courses, but there were problems with that proposal. This is just a number change from 300- to 400-level. The committee agreed to postpone these items to a future meeting.

The meeting adjourned at 4:46 p.m.

rjrm