

UNDERGRADUATE CURRICULUM COMMITTEE MINUTES

Date: November 30, 2022

Present: Carl Castles
Ying Wang
Robin Rasmussen
Jaki Penninger (Registrar representative)

Scott Butterfield
Elaine Westbrook
Nicole Bogunovich

Absent: Jeff Willardson*
Jennifer Scroggins*

Randi O'Brien

**excused*

Guests: Melissa Bergerson
Mark Jacobson
Cindy Millard
Sue Balter-Reitz

Ben Johnson
Bruce Brumley
Lacy Bangert
Mara Pierce



Carl Castles, Chair, called the meeting to order at 4:03 p.m. in admin building 305 with most members attending via Webex.

I. APPROVAL OF MINUTES

The minutes of November 9 were accepted as presented.

II. ITEMS FOR APPROVAL

Item 1		
Mathematics Bachelor of Science Degree	Edited	11/3/2022

- Motion by Scott Butterfield, seconded by Ying Wang to **approve Item 1.**

Mark Jacobson, Chair, Math, stated they brought this program out of moratorium and have expanded the content to other disciplines including finance, physics, and data science. They are in the process of getting approval for a new tenure-track line to teach the data science courses, hopefully beginning in 2024. The COB finance faculty are also excited about this program.

- Motion carried.

It was agreed Item 1 will go to the Senate as an action item.

Group 2		
EDU 366: Math Practicum	Added	11/21/2022
EDU 497B: Methods: 5-12 Mathematics	Edited	11/21/2022
EDU 497R: Methods: 5-8 Mathematics	Deleted	11/21/2022
Mathematics Teaching Licensure Option Single Subject Endorsement Bachelor of Science Degree	Edited	11/21/2022
Mathematics Teaching Minor	Edited	11/21/2022
Item 3		
EDU 438: Literacy Assessmnt, Diag, Inst	Edited	11/16/2022
Group 4		
Reading (K-12) Teaching Minor	Edited	11/21/2022
Secondary Education/Special Education (P-12) Double Major Bachelor of Science in Education Degree	Edited	11/21/2022
Item 5		
Interdisciplinary Honors Minor	Edited	11/7/2022

These items will be postponed since there is no one present to speak to them.

Item 6		
Health Administration Bachelor of Science Degree	Edited	11/14/2022

- Motion by Robin Rasmussen, seconded by Nicole Bogunovich to **approve Item 6.**

Lacy Bangert, Chair, Health Care Services, noted they have updated the learning outcomes and replaced one course that was no longer offered. It was noted that the electives in this program are confusing, so they were cleaned up during the meeting. The open electives were removed from the program and the restricted electives were changed to 3 credits.

- Motion carried.

It was agreed Item 6 will go to the Senate as a consent item.

Item 7		
Bachelor of Science in Liberal Studies (BSLS)	Edited	11/16/2022

- Motion by Robin Rasmussen, seconded by Elaine Westbrook to **approve Item 7.**

Sue Balter-Reitz, CLASS, noted this is a clean up of an issue with Biological & Physical Sciences moving from CLASS to CHPS. The BSLS program specified that students had to have their concentration in CLASS, but in practice we are allowing concentrations from other colleges. This curriculum change updates the catalog, but no department or college will be *required* to grant the BSLS. The Chair and Dean must agree to grant each one. They hope to build an advisory committee for this program in the future, to clarify learning outcomes and the options for the program.

- Motion carried.

It was agreed Item 7 will go to the Senate as an action item.

Group 8		
AHMS 105: Health Care Delivery	Edited	11/18/2022
AHMS 144: Medical Terminology	Edited	11/18/2022
AHMS 154: Advanced Medical Terminology	Edited	11/18/2022
AHMS 156: Medical Billing Fundamentals	Edited	11/18/2022
AHMS 157: Healthcare Reimbursement Metho	Added	11/18/2022
AHMS 160: Beginning Procedural Coding	Edited	11/18/2022
AHMS 162: Beginning Diagnosis Coding	Edited	11/18/2022
AHMS 175: Medical Law and Ethics	Edited	11/18/2022
AHMS 220: Medical Office Procedures	Edited	11/18/2022
AHMS 250: Advanced Medical Coding	Edited	11/18/2022
AHMS 252: Computerized Medical Billing	Edited	11/18/2022
Medical Coding & Insurance Billing Specialist Associate of Applied Science	Added	11/18/2022
Medical Coding Certificate of Applied Science	Edited	11/18/2022

- Motion by Ying Wang, seconded by Scott Butterfield to **approve Group 8.**

Melissa Bergerson, Nursing, Health and Public Safety, noted that the current certificate program focuses mainly on medical coding and not billing. So, they are changing the name of the certificate to reflect that, and expanding with a new AAS that covers both medical coding and billing. The certificate will be stackable with the AAS; that is, students who complete the certificate will be able to move directly into the AAS program, with only an additional math course that counts as a restricted elective.

Ms. Bergerson noted that the Level II paperwork for the new AAS, as well as the Certificate name change are going to OCHE in December.

- Motion carried.

It was agreed Group 8 will go to the Senate as action items.

Group 10		
NTS 104: CCNA 1: Intro to Networks	Edited	11/18/2022
NTS 105: CCNA 2: Routing & Switching Es	Edited	11/18/2022
Computer Systems Technology Associate of Applied Science Degree	Edited	11/18/2022
Networking Technology Certificate of Applied Science	Edited	11/18/2022

- Motion by Scott Butterfield, seconded by Nicole Bogunovich to **approve Group 10.**

Bruce Brumley, Computer Tech, noted that City College was the last hold-out to keep the two CCNA courses at 4 credits. They have now decided to go with the rest of the system and move the courses to 3 credits. That impacted the programs listed.

- Motion carried.

It was agreed Group 10 will go to the Senate as consent items.

Group 9		
CSCI 127: Joy and Beauty of Data	Added	11/21/2022
ITS 221: Project Management	Added	11/21/2022
ITS 233: Introduction to Dev-Ops	Added	11/21/2022
ITS 276: Ethical Hacking & Network Def	Added	11/21/2022
Cybersecurity/Network Support Associate of Applied Science Degree	Edited	11/21/2022
Cybersecurity/Network Technology Associate of Science Program of Study	Edited	11/21/2022

- Motion by Ying Wang, seconded by Nicole Bogunovich to **approve Group 9**.

Ben Johnson, Computer Tech, noted they put in for a program name change, which took a while. As a result, they are just now getting some of the cybersecurity content into the program. Since the program was helpdesk-centric before, several courses in MS Office are being removed to make room for the cybersecurity content. The program core will be code heavy but will not ask students to write their own code; rather, students will work from existing code.

- Motion carried.

It was agreed Group 9 will go to the Senate as action items.

Item 11		
Human Resources Associate of Science Program of Study	Edited	11/18/2022

- Motion by Robin Rasmussen, seconded by Scott Butterfield to **approve Item 11**.

Cindy Millard, Business/Computer Tech, noted that they have updated the learning outcomes and clarified the internship/workshop/independent study options. It was noted that BGEN 498 is inappropriate to this two-year program, so it was removed as an option.

- Motion carried.

It was agreed Item 11 will go to the Senate as a consent item.

Group 12		
BMGT 467: Supply Chain Management	Added	11/21/2022
Business Administration Management Option Bachelor of Science Degree	Edited	11/21/2022

- Motion by Scott Butterfield, seconded by Ying Wang to **approve Group 12.**

It was noted that a grant paid for the development of this new course, and it's being added to the program.

- Motion carried.

It was agreed Group 12 will go to the Senate as action items.

The meeting adjourned at 5:26 p.m.

rjrm