

**Undergraduate Curriculum Committee  
Meeting Minutes  
April 10, 2025  
UC 222**

**Members Present:** Sarah Lanci, Olga Grisak, Evan Curtis, Stephen Stern, Jeremy Hawkins, Andrew Bajorek, Cecilia Battauz, Joe Richards, Justin Gallob, Scott Andrews and Wayne Smith

**Members Absent:** Blake Bickham, Lisa Driskell, and Geoffrey Gurka

**Ex-officio members present:** Morgan Bridge, Johanna Varner, Maggie Bodyfelt, Janel Davis, and John Stewart

**Recording Secretary:** Lisa Bessette

Chair Lanci called the meeting to order at 3:30 pm.

**I. Announcements**

A. None.

**II. Ex-Officio Reports**

A. Associate Vice President of Academic Affairs for Assessment and Accreditation

i. Dr. Bridge thanked the committee for helping keep curriculum current and relevant.

B. Registrar's Office

i. Maggie Bodyfelt reported that the Registrar's Office has been processing all approved courses and reminded the committee that program updates in DegreeWorks will not occur until June or July, after all approvals have been finalized.

C. Financial Aid Associate Director Stewart

i. No update.

D. Librarian Hawkes

i. No update.

E. Catalog Description Reviewer Varner

i. No update.

F. Essential Learning Scott Andrews

i. No update.

**III. Old Business**

A. None.

**IV. Curriculum Proposals**

A. No proposals.

**V. Information Items**

A. None.

## VI. New Business

- A. Chair Lanci opened the floor for nominations for Chair and Vice Chair. Blake Bickham was nominated for Chair by Jeremy Hawkins, seconded by Scott Andrews, and the committee unanimously voted to elect Blake Bickham as Chair for AY 2025-2026. Chair Lanci opened the floor for nominations for Vice Chair. Olga Grisak volunteered to continue next year as Vice Chair. The committee unanimously voted to elect Olga Grisak as Vice Chair for AY 2025-2026.
- B. UCC Executive Committee is proposing the following change to Section IV. Policies Pertaining to Academic Programs in the Curriculum Policies and Procedures Manual. In subsection A. Credit Hour requirements, the current wording specifies that all courses in an Associate program be specified in the Major (this is the Program Specific Requirements section in CIM). To help ensure inclusion of prerequisite courses, to allow for smoother transitions from Associate to Bachelor programs, and to more accurately reflect current practices, the committee proposes that the Curriculum Manual be updated to specify that courses in Associate programs be included in the Major or in the Foundation Courses.

Current: 7. For Associate programs, all courses and hours specified by a department must be included in the Major. For Bachelor programs, all courses and hours specified by a department must be included in the Major or in the Foundation Courses. Exemptions for PTO programs to name essential learning courses are explained in IV.C.2.f.

*Proposed: 7. For Associate and Bachelor programs, all courses and hours specified by a department must be included in the Major or in the Foundation Courses. Exemptions for PTO programs to name essential learning courses are explained in IV.C.2.f.*

The committee discussed the change and Stephen Stern moved, Jeremy Hawkins seconded, to table the change for further discussion at the first fall UCC meeting.

- C. Chair Lanci opened the floor for discussion regarding the inconsistent use of the terms “Program” and “Major” in the catalog. The committee did not express a strong preference of one term over the other and recommended removing the headings from catalog pages altogether, allowing the tab name “Overview” to serve as the heading.

Stern moved to adjourn and with no objections from the committee, Chair Lanci adjourned the meeting at 3:53 pm.