

Undergraduate Curriculum Committee
Meeting Minutes
September 24, 2026
DH 111, 3:30-5:00

Members Present: Blake Bickham, Kyle McQuade, Scott Kessler, Nate Bachman, Cecilia Battauz, Suzie Garner, Kyle Stone, Lynn Duncan, Brian Hosterman, Kathleen King, Margaret Knapp, Lisa Driskell, Jun Watabe, and Jason Roberson

Members Absent: Suzie Garner

Ex-officio members present: Chad Middleton, Johanna Varner, Robert Cackler, Janel Davis, Maygen Simm, John Stewart, Carl Smith, Tara Carleo, and Romana Hughes

Recording Secretary: Lisa Bessette

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

I. Announcements

- A. CIM will close on December 18, 2026, for all proposals. To ensure course changes are reflected for Spring registration (for Fall 2027 courses), the curriculum proposal must be approved at the December 3rd UCC meeting.
- B. Executive Committee meets two weeks before UCC meetings. Proposals must be to the Executive Committee for review to be on the agenda for the next UCC meeting.
- C. If your department is adding a new program and the pitch has already occurred, please submit your proposal early, as new program proposals tend to take a long time to move through all steps of the workflow.
- D. If a department has an extensive number of proposals on a meeting agenda, the initiator(s) and the Department Head will be encouraged to attend the voting curriculum meeting.
- E. This year's focus is finishing CIM clean-up (SLOs, Topical Course Outline, Semester Offered, Engagement Minutes) on all 100-200 level courses. If your department has completed the 100-200 level courses, please continue with clean-up of the 300-level courses. A list of 100- 200-level courses that still need CIM information added was included in the agenda.

II. Old Business

- A. Chair Bickham briefly discussed looking at pages 4 through 6 of the Curriculum Policies and Procedures Manual and reported that he will bring proposed changes to the language to the next meeting for a vote.

III. Ex-Officio Reports

- A. Assistant Vice President for Faculty Success
 - i. Dr. Middleton reported that an academic policy relevant to the work of the Curriculum Committee was passed at the August 13 Board of Trustees meeting.

The policy allows students to use graduate courses for undergraduate and graduate degree credit.

- ii. Dr. Middleton announced that there is ongoing discussions surrounding course SLOs and whether they need to be aligned to the program SLOs. Tara Carleo and Romy Hughes were appointed by Faculty Senate to serve as the SLO Reviewers and will be serving in this role on all three curriculum committees. Proposal initiators are encouraged to email SLOs to Tara and Romy in advance of submitting new course and program proposals in CIM. Providing SLOs in advance will help streamline the workflow process and ensure that proposals move efficiently through the workflow. Lisa Bessette will update the curriculum website with Tara and Romy's contact information.
- B. Registrar's Office
 - i. Robert Cackler reiterated the closing date of CIM and encouraged departments to submit curriculum proposals as early as possible.
- C. Financial Aid Associate Director
 - i. No update.
- D. Librarian
 - i. Carl Smith encouraged the departments to get any book requests for their curriculum sent into the library.
- E. Catalog Description Reviewer
 - i. Dr. Johanna Varner reminded the committee if they would like any feedback on their catalog descriptions prior to submitting their proposals, feel free to email them to her for review.
- F. SLO Reviewer
 - i. Tara Carleo and Romy Hughes introduced themselves to the committee and stated that they will provide clear and concise feedback on SLOs: their recommendation followed by why they are recommending the change.
- G. Essential Learning Chair
 - i. No update.

IV. Curriculum Proposals

- A. Proposals begin on page 3.

V. Information Items

- A. None.

VI. New Business

- A. Chair Bickham reviewed the language in the help bubble for the Topical Course Outline on the CIM form and asked the committee if clarification was needed. Discussion ensued, and the consensus was that the current language was sufficient.

Roberson moved to adjourn and with no objections from the committee, Chair Bickham adjourned the meeting at 4:15 pm.

UCC Proposals September 24, 2026

Effective Term - Summer 2027

Programs

The following is a summary: Additional information can be found on the individual curriculum proposals.

Program	Degree	Committee Action	Motion Second
1605: Computed Tomography	PCT	Program Deletion - Approved	Roberson Hosterman

UCC Discussion: Since this program was established, workforce and educational needs have changed. Many healthcare organizations began cross-training radiographers in CT without requiring participation in a formal academic program. This practice continues today due to the widespread shortage of CT technologists. In addition, in 2017, the Associate of Applied Science (AAS) in Radiologic Technology has been replaced by the Bachelor of Science in Radiologic Sciences (BSRS), which incorporates CT coursework. As a result, students can become eligible for CT certification by completing only the required clinical experience. These changes resulted in a substantial decline in enrollment. No students have been enrolled in the program since 2022.

Change Item Description

Department Justification

Program Deletion: no changes to report

3050: Interdisciplinary Studies	BAS	Program Modification - Tabled	Driskell Stone
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UCC Discussion: Proposal was tabled to clarify "concurrent enrollment" language.

Change Item Description

Department Justification

Effective Term - Summer 2027

Courses

The following is a summary: Additional information can be found on the individual curriculum proposals.

Title	Credits	Committee Action	Motion Second
ENGL 330: Women in World Thought and Literature	3	Course Modification - Approved	Hosterman Driskell

UCC Discussion: Semesters offered, SLOs, topical course outline, and engagement and prep minutes were added as information did not transfer over when CIM was implemented.

Change Item Description

Old

New

RADS 471: Applied Computed Tomography	3	Course Inactivation - Approved	Driskell Battauz
UCC Discussion: The Computed Tomography (Professional Certificate) is being deleted; therefore, all courses associated with the program are also being inactivated.			
Change Item Description		Old	New
Delete Proposal: No differences to report			
RADS 480: Clinical Specialization I	4	Course Inactivation - Approved	Driskell Battauz
UCC Discussion: The Computed Tomography (Professional Certificate) is being deleted; therefore, all courses associated with the program are also being inactivated.			
Change Item Description		Old	New
Delete Proposal: No differences to report			
RADS 490: Clinical Specialization II	4	Course Inactivation - Approved	Driskell Battauz
UCC Discussion: The Computed Tomography (Professional Certificate) is being deleted; therefore, all courses associated with the program are also being inactivated.			
Change Item Description		Old	New
Delete Proposal: No differences to report			