MINUTES OF

UNIVERSITY COMMITTEE ON CURRICULA

September 24, 2025

Present: M. Balong, N. Bird, C. Christopher, D. Cornish, A. Gould, G. Gould, D. Heistad, C. Holcombe, B. Kanago, R. Kidwell, M. Kline, D. Mollenkopf, C. Nedrow, H. Porter Occena, S. Riehl, J. Schraffenberg, A. Tabei, J. Zhu

Absent: N. Lehman, J. Ophus

Guests: M. Boyd, C. Burnidge, M. Clayton, M. Dobosh, B. Forsyth, J. Garrett, R. Lahroodi, A. McCandless, R. McGeough, J. O'Loughlin

The meeting was called to order by D. Heistad at 3:00 pm in the Presidential Room

I. Welcome & Introductions

D. Heistad welcomed all present.

II. Approval of Minutes – September 10, 2025

H. Porter Occena moved to approve the September 10, 2025 minutes. N. Bird seconded. D. Heistad asked if there were any corrections or additions to the minutes. Hearing none.

D. Heistad called for a vote on the September 10, 2025 minutes. Motion passed unanimously.

III. Curriculum Review Procedures for Consent Agenda Items

H. Porter Occena moved, J. Zhu seconded, to approve the consent agenda.

C. Holcombe mentioned that H. Porter Occena requested that the MUSIC-BA, COMPTHEO-BM, & MUSED-BM be removed from the consent agenda.

D. Heistad called for a vote to remove the MUSIC-BA, COMPTHEO-BM, & MUSED-BM programs from the consent agenda. Motion passed unanimously.

IV. Curriculum Review Procedures for Proposals in the Department of Communication & Media

H. Porter Occena moved, J. Zhu seconded, to approve the Department of Communication & Media proposals.

Agenda Items – Programs

- COMMEM-CERT: Certificate in Content Creation (added)

D. Heistad asked if the COMMEM-CERT would be advertised outside of the Communication & Media department. M. Clayton said the department would be happy to share the certificate with other departments.

N. Bird asked about the two podcasting courses within the certificate – rather, should it be a certificate in podcasting. M. Dobosh responded saying the department consulted with their faculty and they requested that the certificate not be limited to just podcasting – it offers flexibility. B. Kanago added that the certificate should mean something to students, however, does it convey what the department wants on a transcript. R. McGeough explained that 'content creation' creates resources that are aligned with students' brand. While the courses are podcast focused, they should align with a brand someone is establishing.

S. Riehl wondered if future employers would know what 'content creation' means. M. Dobosh said the department involved experts when selecting the title of the Content Creation certificate. D. Heistad applauded the department for creating the certificate with student demand in mind and the possibility of adding more courses.

- ESSENTIALCOMM-CERT: Certificate in Essential Communication and Media Skills (added)

S. Riehl stated her concerns about the certificate, saying some majors will get the certificate automatically. R. McGeough explained that anything housed in the Communication & Media department requires students to take the departments 'core courses' – this skill set is applicable to majors outside of Communication & Media. R. McGeough went on to say that these credentials are useful to people outside of the department's majors.

S. Riehl suggested that the certificate is not available to certain Communication & Media majors or extra work is required. M. Dobosh went on to say that adding the Essential Communication and Media certificate will reach other students and help current students advocate for themselves. R. Kidwell confirmed there are no university rules against courses double-counting in a certificate/declaring a certificate, unless the department prohibits it.

D. Heistad asked if there were any prerequisites on CM CORE 3255, COMM 3155, or COMM 3455 that would affect non-majors. M. Dobosh confirmed there are no prerequisites. R. Kidwell added that the certificate would not be granted to a student unless they declared it – it would not automatically be added to a student's record.

Agenda Items – Courses

- COMM 4001: Communicating with AI (edited)

H. Porter Occena wondered if taking COMM 4001 would be counted the same as taking the old 2000-level course, since at one time the course was COMM 2001. R. McGeough mentioned that COMM 4001 has never been offered, neither COMM 2001.

- COMM 4140: AI, Work, and the Future (added)
- COMM DM 4640: Advanced Podcasting (added)

Chair Heistad called for a vote on the motion to approve the Department of Communication & Media proposals. The motion passed unanimously.

V. Curriculum Review Procedures for Proposals in the Department of Languages & Literatures

H. Porter Occena moved, J. Zhu seconded, to approve the Department of Languages & Literatures proposals.

Agenda Items – Program

- RUSSEASTEU-MINOR: Russian and East European Studies Minor (deleted)

J. O'Loughlin stated that the Russian and East European Studies minor had not been offered in 16 years.

Agenda Items – Course

- ENGLISH 1070: Let's Talk About: (Topic) (added)

N. Bird asked about doing a consultation with the Public Health department since ENGLISH 1070 is geared toward health per the course description. J. O'Loughlin agreed to consult with the Public Health department and others.

D. Heistad wondered if there would always be an emphasis on 'health and wellness'. M. Clayton stated that 'emphasis on health and wellness' should be removed from the course description. R. Kidwell will remove the statement in the course description of ENGLISH 1070.

Chair Heistad called for a vote on the motion to approve the Department of Languages & Literatures proposals. The motion passed unanimously.

VI. Curriculum Review Procedures for Proposals in the School of Music

H. Porter Occean moved, J. Zhu seconded, to approve the School of Music proposals.

Agenda Items – Programs

- GENMUSIC-CERT: Certificate in General Music (added)
- INSTRUMENTMUSPERFORM-CERT: Certificate in Instrumental Performance (added)

S. Riehl asked about the statement in the description, 'Course requirements are in addition to requirements for any degree, including music.' – is this enforceable. R. Kidwell explained that the department would need to sign off on students declaring the certificate and taking additional credits would need to be enforced through advising.

M. Boyd went onto say that the certificate is a good solution for students who are unable to double major.

- JAZZCOMP-CERT: Certificate in Jazz Composition and Arranging (added)
- JAZZPERFORM-CERT: Certificate in Jazz Performance (added)

H. Porter Occena wondered if the two credit hours of MUS APPL 1540 & MUS APPL 3540/5540 could be at any level, or should it be specified what level. M. Boyd said the department would be okay with allowing students to earn it with 1000-level courses.

- MUSCOMP-CERT: Certificate in Music Composition (added)

S. Riehl added that MUS THEO 1100 in the description should be changed to MUS THEO 1110. R. Kidwell will fix the description to include MUS THEO 1110.

- MUSTECH-CERT: Certificate in Music Technology (added)
- MUSTHEO-CERT: Certificate in Music Theory (added)
- STRINGPEDAGOGY-CERT: Certificate in String Pedagogy (added)
- VOCMUSPERFORM-CERT: Certificate in Vocal Performance (added)
- MUSIC-BA: Music Major (removed from consent agenda)

H. Porter Occena stated that the department realized that the corequisites for the MUS THEO courses had the old numbers listed. H. Porter Occean went on to say that jazz students will take a different history emphases – this explains why certain music histories are required for specific tracks.

S. Riehl added that in 'track 6' there was an asterisk that should be in the core. R. Kidwell will remove the footnote located in 'track 6' and move it to the core.

- COMPTHEO-BM: Composition Major (removed from consent agenda)

S. Riehl mentioned that MUS THEO 3250 has a footnote that requires a certain grade. S. Riehl questioned if there should be an asterisk on the program stating that a certain grade is needed for MUS THEO 3250. D. Heistad suggested adding an asterisk to MUS THEO 3250. R. Kidwell will add a footnote to MUS THEO 3250.

- MUSED-BM: Music Education Major (Extended Program) (removed from consent agenda)

H. Porter Occena explained that the MUSED-BM course, MUS APPL 2600, had a note that explains that students will take two semesters of the course, so it's forced credit – which was creating a red box around the course hours. C. Holcombe asked about the asterisk regarding 'taken beyond MUS APPL 1467'. H. Porter Occena responded saying students must take remedial course work if they're not proficient in piano.

Agenda Items – Courses

- MUS THEO 1130: Musicianship Lab I (added)

S. Riehl brought up a typo in the corequisite of MUS THEO 1130. R. Kidwell will change to corequisite MUS THEO 1100 to MUS THEO 1110.

- MUS THEO 1140: Musicianship Lab II (added)

S. Riehl found another typo in the prerequisite of MUS THEO 1140. R. Kidwell will change to prerequisite MUS THEO 1100 to MUS THEO 1110.

- MUS THEO 1180: Introduction to Composition (added)
- MUS THEO 2150: Musicianship Lab III (added)
- MUS THEO 2160: Musicianship Lab IV (added)

B. Kanago mentioned that there were typos in the course description of MUS THEO 2160.

S. Riehl stated that the corequisite should be MUS THEO 2140 rather than MUS THEO 2180. R. Kidwell will make updates.

Chair Heistad called for a vote on the motion to approve the School of Music proposals. The motion passed unanimously.

VII. Curriculum Review Procedures for Proposals in the Department of Philosophy and World Religions

H. Porter Occena moved, J. Zhu seconded, to approve the Department of Philosophy and World Religions proposals.

Agenda Items – Program

- REL-BA: Religious Studies Major (edited)

J. Zhu asked about the 'and not more than two courses from' statement in the electives section – does it need to be listed as zero credits on the list. C. Burnidge explained that zero credits are possible.

M. Clayton suggested striking the statement, in order to reach 30 hours' from the electives section.

Agenda Items – Courses

- PHIL 1580: Ethics for Professional Life (added)

N. Bird mentioned that there were no consultants done for the ethics courses – suggested consulting the Wilson College of Business.

J. Zhu mentioned that there's an ethics for business course – are there similar courses. R. Lahroodi stated that they are separate courses.

- RELS 3300: Bible and Ethics (added)

J. Schraffenberg added that PHIL 1580 and RELS 3300 are UNIFI courses, and the UNIFI committee approved the courses.

Chair Heistad called for a vote on the motion to approve the Department of Philosophy and World Religions proposals. The motion passed unanimously.

VIII. Next Meeting – Wednesday, October 1, 3:00 pm, Presidential Room, Maucker Union

Discussion of CHAS-Sciences Curriculum proposals.

The meeting adjourned at 4:10 pm.

Respectfully submitted,

Ava Gould

Office of the Registrar

cc: UCC

GCCC

Guests