



UNIVERSITY CURRICULUM COMMITTEE
MEETING MINUTES
December 11, 2025, AT 1:02 -1:47 P.M.
Zoom Meeting

Attendees:

Lori Podolsky, Judy Metcalf, Denise Lara, Bozhen Liu, Kevin Loeffler, Miguel Moreno, Fereshteh Billiot
Michael Sollitto, Tina Ybarra, Susan La Torre, Jenny Vela

Guests:

Wendi Pollock, Cassandra Sanchez, David Gurney, Felix Omoruyi, Kyoko Amano, Lei Vincent, Sam
Robinson, Tristan Guajardo, Barbara Szczerbinska

Voting Members:

Lori Podolsky, Co-chair, Faculty Advisory Council's Academic Affairs Committee
Judy Metcalf, Co-chair, Undergraduate Council
Felix Omoruyi, Faculty Advisory Council's Academic Affairs Committee
Denise Lara, Faculty Advisory Council's Academic Affairs Committee
Dimitrios Koutmos, Faculty Advisory Council's Academic Affairs Committee
Bozhen Liu, Faculty Advisory Council's Academic Affairs Committee
Kevin Loeffler, Faculty Advisory Council's Academic Affairs Committee
Miguel Moreno, Faculty Advisory Council's Academic Affairs Committee
Fereshteh Billiot, Graduate Council
Michael Sollitto, Graduate Council
Tina Ybarra, Undergraduate Council

Please note: all curriculum items are listed below the agenda.

1. Call to Order – Lori Podolsky/Judy Metcalf
 - Quorum was confirmed and meeting was called to order at 1:02 p.m.
2. Approval of Minutes
 - a. November 19, 2025
 - Approval motioned by Denise Lara and seconded by Tina Ybarra
 - Motion carried with no objections or abstentions.
3. Catalog Changes*
 - a. College of Business
 - The committee reviewed four new minor programs for the College of Business
 - Motion was made by Lori Podolsky for open discussion and seconded by Tina Ybarra.
 - No discussion/questions were raised.
 - Committee voted unanimously to approve all four programs.
 - b. College of Education and Human Development
 - The committee reviewed four course additions and seven program changes.
 - Motion for open discussion was made by Tina Ybarra and seconded by Felix Omoruyi
 - Susan La Torre raised concerns about proposed hybrid format changes and potential impacts on F-1 international students, noting that hybrid delivery may not meet F-1 requirements and could affect admissions eligibility.
 - Denise Lara and Tina Ybarra indicated this had not been explicitly considered in

earlier discussions.

- The committee agreed the hybrid issue needed follow-up with the department before approval.
- The Curriculum and Instruction Ph.D. and Educational Leadership Ed.D programs were pulled from voting due to concerns surrounding hybrid modality (**highlighted below**).
- Remaining COEHD items proceeded for approval.
- All nine remaining items were unanimously approved by the committee.

c. College of Liberal Arts

- The committee reviewed 20 items for CLA.
- Motion for open discussion was made by Tina Ybarra and seconded by Judy Metcalf, motion carried by committee.
- Dean Kyoko Amano brought up concerns about core curriculum course changes for Business that are being proposed for January not meeting state core curriculum requirements and advised those concerns be addressed with COB faculty prior to the next meeting, so they can address necessary changes.
- Susan La Torre reminded the committee that F-1 students must receive prior authorization from her office before engaging in internships, practicums, clinicals, field experience, or similar work (even unpaid or on-campus), to avoid SEVIS record termination.
- Wendi Pollock noted CRIJ has already added this guidance to program paperwork.
- Barbara Szczerbinska requested communications regarding F-1 concerns include associate deans; Susan agreed to message deans/associate deans and request program contacts before break.
- Lori Podolsky asked whether this should affect approval decisions; Susan recommended not holding up approvals and instead addressing at handbook/program documentation level with departments.
- Vote was made to approve all College of Liberal Arts proposals (course additions/changes, program changes, new program)
- All CLA items were approved unanimously.

d. College of Science

- The committee reviewed 16 items for COS.
- Motion for open discussion was made by Tina Ybarra and seconded by Lori Podolsky, motion carried.
- Miguel Moreno noticed inconsistencies for GULF 3301/3302 as one is noted as a degree plan and one is not. Dr. Szczerbinska requested the affected course be sent back for revision and resubmitted for January review.
- Bozhen Liu raised concern that multiple Data Science graduate courses lack prerequisite/permission language despite requiring significant background knowledge.
- Committee discussed addressing through “instructor permission required” or faculty approval required language.
- Additional issues flagged for typos, missing grading distribution/percentages in syllabus, and a 13-week schedule concern noted for one course
- Committee agreed to exclude GULF 3301, DASC 6302, DASC 6304, DASC 6307, DASC 6308, and DASC 6323 from voting.
- All other COS items were put to vote and unanimously approved (**removed items highlighted below**).

- e. School of Arts, Media & Communication
 - The committee reviewed eight items for SAMC
 - Motion for open discussion was made by Felix Omoruyi and seconded by Tina Ybarra, motion carried.
 - Miguel Moreno questioned if the concerns on total hours for an item were addressed and Judy Metcalf confirmed it was a Courseleaf issue per Jenny Vela.
 - All eight items for SAMC were approved.
 - f. Expedited Review (information only, no voting required)
 - Judy explained expedited items are typically minor (title/description/prereq changes) and are reviewed/approved by Lori Podolsky and herself. Members were encouraged to contact them if any expedited item raises concerns. No questions were raised.
4. Upcoming Meetings
- a. Spring Dates
 - Scheduling constraints were discussed and a vote on a preferred day on Monday or Wednesday was taken with Wednesday being more favorable.
 - Meetings will be scheduled for Wednesday mornings, likely the 4th Wednesday of the month, to follow Graduate Council and Undergraduate Council (typically 3rd Wednesday)
5. Adjourn
- Motion to adjourn was made by Felix Omoruyi and seconded by Kevin Loeffler.
 - Meeting adjourned at 1:47 p.m.

All items below were approved except those that are highlighted.

Business

New Programs

- Personal Finance (Business Majors), Minor
- Personal Financial Planning (for Non-business Majors), Minor
- Personal Financial Planning, Minor

Education and Human Development

Course Additions

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| EDUC 0011 | Foundations of Education Lab |
| EDUC 0021 | Culturally and Linguistically Responsive Teaching Lab |
| READ 0052 | Content Area Reading for Elementary Students Lab |
| READ 0053 | Content Area Reading for Secondary Students Lab |

Program Changes

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|-------------------------------------|---|
| Elementary Education, BS | Adding/removing courses and course sequencing updates |
| Curriculum and Instruction, PhD | Moving the program to hybrid delivery and minor program description changes |
| Educational Administration, MS | Program description, SLO's, admissions, and curriculum changes |
| Educational Leadership, EdD | Program description, SLO's, admissions, and curriculum changes |
| Principal, Certificate | Program description, SLO's, admissions, and curriculum changes |
| Superintendent, Certificate | Program description, admissions, and curriculum changes |
| Higher Education Administration, MS | Program description, admissions, and curriculum changes |

Liberal Arts

Course Additions

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|-----------|---|
| HIST 2351 | United States Business History |
| HIST 2352 | American Environmental History |
| HIST 2353 | History of Science and Technology |
| HIST 2354 | History of Western Medicine, Health, and Society, 1500-2000 |
| HIST 3380 | Themes in Early Modern Europe |
| HIST 3382 | Themes in Modern Europe |

Course Changes

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| CRIJ 4399 (4398) | Internship | Course number, title, and repeatable changes |
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Program Changes

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| Applied Arts and Sciences, BAAS | Renaming two tracks, adding/removing courses, adding foreign language requirement, and course sequencing updates |
| Criminal Justice, BS | Program requirements changes |
| English, BA with Secondary Teacher Certification in English Language Arts (Grades 7-12) | Updating GPA requirement to match COEHD catalog |

English, BA with Teacher Certification in English Language Arts (Grades 4-8)	Updating GPA requirement to match COEHD catalog
History and Social Studies, Teacher Certification	Adding/removing courses, adding footnotes, updating GPA requirement to match COEHD requirements, and course sequencing updates
History, BA	Adding/removing courses, updating course cluster, and course sequencing updates
History, Minor	Adding/removing courses and updating footnotes
Humanities, Certificate	Adding courses, updating required courses and elective section
Mexican American Studies, Minor	Adding new courses amd updating notes section
Psychology, BA	Adding/removing courses
Women, Gender, and Sexuality Studies, Minor	Adding a new course and footnote
Public Administration, MPA	Adding/removing courses and minor admission changes

New Program

Forensic Investigations, Minor

Science

Course Additions

ESCI 4305	Remote Sensing
ESCI 4372	Hazard Response and Emergency Management on Land and Sea
GULF 3301	Introduction to Gulf Studies
GULF 3302	Gulf Impact Project
DASC 6301	Principles of Data Science
DASC 6302	Data Science and Predictive Analytics
DASC 6303	Data Science Computing
DASC 6304	Bayesian Interference in Data Science
DASC 6307	Machine Learning in Data Science
DASC 6308	Numerical Methods for Data Science
DASC 6309	Deep Learning
DASC 6323	System Analysis and Multivariate Statistics
DASC 6341	Statistical Methods and Data Analysis

Course Changes

CHEM 6340 (6417)	Advanced Environmental Chemistry	Course number, description, pre-req, removing lab component, semester hours, and contact hour changes
DASC 6354 (5354)	Artificial Intelligence and Advanced Deep Learning	Course number, title, description, pre-req, and level changes

Program Changes

Chemistry, BS	Program description, removing courses, and course sequencing updates
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School of Arts, Media & Communication

Program Changes

Art, BA	Program description, requirements changes, and course sequencing updates
Art, BFA	Program description, requirements changes, and course sequencing updates
Art, BFA with Teacher Certification	Program description and requirements changes
Communication Design, BFA	Program requirements and course sequencing updates
Communication Studies, BA	Program requirements and course sequencing updates
Media Arts, BA	Program requirements, adding/removing courses, and course sequencing updates
Music, Minor	Adding statement to program requirements

Other

SAMC Undergraduate Front Page	Removing foreign language requirement and adding SAMC enrichment course section
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Expedited Review (* Previously approved by Chair)

EH

BIEM 3357	Methods of Teaching English as a Second Language	Pre-req changes
EDUC 2211	Foundations of Education	Co-req changes
EDUC 3211	Culturally and Linguistically Responsive Teaching	Co-req changes
ELEM 4330	Teaching Mathematics in the Elementary School	Pre-req/co-req changes
KINE 4325	Anatomical Kinesiology	Course title change
READ 3352	Content Area Reading for Elementary Students	Co-req changes
READ 3353	Content Area Reading for Secondary Students	Co-req changes
SMGT 2301	Sport Management Professional Development Seminar	Course title, description, and schedule type changes
SMGT 3301	Sport Management Practicum	Course title change

LA

HIST 3315	Europe 1750-1815	Course delete
HIST 3317	Europe 1815-1914	Course delete
HIST 3319	Europe 1914 to the Present	Course delete
PADM 5306	Public Sector Fiscal Management and Analysis	Temporarily inactive
PADM 5312	Statistics for Public Administrators	Temporarily inactive
PADM 5320	Diversity in Public Administration	Temporarily inactive
PADM 5332	Resource Development for Non-profit Organizations	Temporarily inactive
ENGL 3361	Writing and Emerging Technologies	Course title and description changes
ENGL 3362	Writing Fiction	Course title and description changes
PADM 5300	U.S. Government Institutions	Course description changes
PADM 5304	Human Resource Management	Pre-req changes
PADM 5308	Administrative Law	Course description changes
WRIT 5394	Digital Project in an Authentic Setting	Course description changes

NH

NURS 5322	Advanced Pharmacological Concepts	Pre-req changes
NURS 5326	Advanced Physiology with Pathophysiological Applications	Pre-req changes
NURS 5362	Leadership Theories in Nursing Practice	Pre-req changes
NURS 5644	Management of Acute and Chronic Illness I	Pre-req changes

SN

BIMS 3304	Ancestry, Race, Sex and Gender in Forensic Anthropology	Course delete
BIMS 3402	Introduction to Forensic Anthropology and Osteology	Course delete
BIMS 4439	Case Work Methods in Forensic Anthropology	Course delete
CHEM 4085	Major Field Test in Chemistry	Course delete

CHEM 4420	Physical Biochemistry	Course delete
GULF 3103	Gulf Studies III	Course delete
GULF 3304	Gulf Studies IV	Course delete
CHEM 5417	Advanced Environmental Chemistry	Course delete
BIMS 3100	Basic Biomedical Procedures Lecture	Course title and pre-req changes
BIMS 3103	Basic Biomedical Laboratory Procedures	Course title, description, pre-req/co-req, workload, and contact hour changes
BIMS 4335	Endocrinology	Pre-req changes
BIMS 4590	Selected Topics	Semester hours, contact hours, and workload changes
CHEM 3411	Organic Chemistry I	Pre-req changes
CHEM 4292	Senior Chemistry Seminar	Course description changes
CHEM 4309	Advanced Instrumental Analysis	Pre-req changes
CHEM 4401	Biochemistry I	Pre-req changes
CHEM 4407	Inorganic Chemistry	Course description and pre-req changes
CHEM 5307	Advanced Inorganic Chemistry	Course description and pre-req changes
CHEM 5341	Advanced Organic Chemistry	Pre-req changes
CHEM 6375	Stable Isotope Biogeochemistry	Pre-req and repeatable changes
ESCI 6360	Coastal and Marine Policy and Law	Course title and description changes

SA

ARTS 1301	Art and Society	Course description changes
MEDA 1307	Media and Culture	Course title and description changes
MEDA 1315	AI Film Editing	Course title and description changes
MEDA 3301	Television Studies	Course title and description changes
MEDA 3302	Film Studies	Course title and description changes
MEDA 3310	Media Transformations	Course title and description changes
MEDA 3351	Decoding Media Genres	Course title and description changes
MEDA 3380	Digital Media & Social Trends	Course title and description changes
MEDA 4310	Advanced Production: Documentary	Pre-req changes
MEDA 4342	Global Media	Course title and description changes
MEDA 4381	Media Studies Portfolio	Course title and description changes
MIND 3311	Introduction to Music Production	Course title and description changes
MIND 3312	Sound Recording Technology I	Course title change
MIND 3313	Sound Recording Technology II	Course title, description, and pre-req changes
MIND 3314	Live Sound	Course title change
MIND 3316	MIDI and Film Score	Course title and description changes
MIND 3320	Music Industry Essentials	Course title change
MIND 3321	Music Industry Applications	Course title change
MUEN 1136	Woodwind Ensemble	Course title change
MUSI 4346	Orchestration and Arranging	Pre-req changes
ARTS 5314	MFA Studio in Art: Communication Design	Course title, description, and repeatable changes