

**College of Arts and Sciences
Curriculum Committee
Minutes #11 (February 14, 2023) REVISED**

Members Present: Michael Severino, Jeff Wagman, Chris Hamaker (Chair), Carl Palmer, Scott Seeman, John Hooker, Sara O'Dowd, Kevin Edwards, Fusun Akman

Members Absent: Rocio Rivadeneyra (Dean's Rep.), Amy Robillard

Called to order at 1:00 pm

1. Approval of Minutes #10

Mir moved to approve minutes; Edwards seconded. Motion passed with unanimous approval. Akman and Mir abstained.

2. Old Business:

23-039 POL 427 Constitutional Law: Equality & Free Exp --- Chris approved it prior to the meeting.

23-041 POL 430 Problems of Public Administration—Back

Decision:

Changes needed: Revise and Resubmit.

-Fix:

1. List of texts/required reading lists (3): N/A. Syllabus has a required textbook.
2. Performance evaluation methods and course grading scale (3): No weights/points for assignments. Types of assignments (3) mentions graduate students separately.
3. Additional problems with syllabus: Year, semester, name of instructor not listed. The accommodations statement is incorrect. Catalog description and prerequisites are not listed. It says this course may be taken for graduate credit, but it is supposed to be a graduate course according to the title. There is no point or graduate grading scale. Grading scheme is very incomplete. It says it can be taken for Pass/Fail but this is not clear. It sounds like old Covid rules for undergraduates.

Motioned by Akman, seconded by Hooker. Unanimous vote in support of the motion. O'Dowd and Palmer abstained

3. Sub-committee reports

- 23-104 COM 468 Seminar in the Rhetoric of Race and Trauma (New)

Decision: Approve Pending.

Changes Needed:

-Course description is greater than 50 words

Motioned by Wagman, seconded by Severino. Unanimous vote in support of the motion. Hooker abstained.

- 23-105 COM 412 Seminar in the Dark side of Interp. Com (New)

Decision: Approve

Motioned by Wagman, seconded by Severino. Unanimous vote in support of the motion. Hooker abstained.

- 23-106 CHE 369 Intro to Fluorescence Microscopy (New)

Decision: Approve Pending.

Changes Needed:

-Click YES: Do any of the prerequisites or restrictions for the course have prerequisites or restrictions of their own?

Motioned by Hooker, seconded by Edwards. Unanimous vote in support of the motion. Hamaker abstained.

- 23-107 CHE 469 Intro to Fluorescence Microscopy (New)

Decision: Approve Pending.

Changes Needed:

- Click YES: Do any of the prerequisites or restrictions for the course have prerequisites or restrictions of their own?

-#5 Is this course intended to serve graduate students from outside the proposer's department? NO. But Biology students may be interested in this. They should address this.

Motioned by Edwards, seconded by Hooker. Unanimous vote in support of the motion. Hamaker abstained.

- 23-108 ANT 292 Careers for Anthropology Majors (Delete)

Decision: Approved

Motioned by Akman, seconded by Hamaker. Unanimous vote in support of the motion.

- 23-109 POL 380 21st Century US Diplomacy (New)

Decision: Approve Pending.

Changes needed:

-Catalog description does not appear in the syllabus. Also, add not for credit if... in the syllabus.

Motioned by Akman, seconded by Seeman. Unanimous vote in support of the motion. Palmer and O' Dowd abstained.

- 23-110 POL Accelerated Politics and Government Seq (New)

Decision: Revise and Resubmit.

Changes needed:

-Add description of thesis and non-thesis option in course catalog.

-In catalog description it says 398.01 but in the plan of study it says 398A.

- In catalog description add 499 as list of electives. It can be added where it mentions 'students who wish to complete their MS or MA.....' Substitute 6 hours of electives for 6 hours of 499.

- Add POL in front of all list of electives.

-Add a comma after 483 in list of electives.

-Ask: Is this a max or a minimum of 12 of the 18 hours of elective credit at the 400 level?

Motioned by Akman, seconded by Edwards. Unanimous vote in support of the motion. Palmer and O'Dowd abstained.

4. Continuing Business

Please refer to the Microsoft Teams site for the current proposal list.

5. Unassigned Proposals

Please refer to the Microsoft Teams site for unassigned proposals and add your initials next to proposals you want to review.

Meeting adjourned at 1:32 p.m. The Committee will meet next on February 28, 2023, in STV 140.

Respectfully submitted,

Montserrat Mir

**College of Arts and Sciences
Curriculum Committee
Minutes #12 (February 28, 2023)**

Members Present: Michael Severino, Jeff Wagman, Chris Hamaker (Chair), Carl Palmer, Scott Seeman, John Hooker, Sara O’Dowd, Kevin Edwards, Amy Robillard, Fusun Akman, Rocio Rivadeneyra (Dean’s Rep.), Amy Robillard

Members Absent:

Called to order at 1:00 pm

1. Approval of Minutes #10

Wagman moved to approve minutes; Palmer seconded. Motion passed with unanimous approval pending the following changes. Changes: Robillard not present and misspelling for Fusun.

2. Old Business:

- 23-071 PHY 362 Astrophysics- Back

Decision: Approved

Motioned by Akman; seconded by Palmer. Unanimous vote in support of the motion.

- 23-080 PHY Computational Physics Sequence—Back

Decision: Approved

Motioned by Akman seconded by Hamaker. Unanimous vote in support of the motion. abstained

- 223-110 POL Accelerated Politics & Government Seq—Back

Decision: Approved

Motioned by Akman seconded by Severino. Unanimous vote in support of the motion. O’Dowd and Palmer abstained.

3. Sub-committee reports

- 23-111 BIO 464 Microbial Genetics & Physiology (New)

Decision: Approve pending

Changes Needed:

- Determine which pre-requirements are needed: ¿graduate standing or consent of instructor?
- No textbook is required in the proposal but in the syllabus, a required textbook is mentioned in course schedule.

Motioned by Wagman seconded by Robillard. Unanimous vote in support of the motion. Edwards abstained.

- 23-112 POL 316 Immigration laws for Paralegals (New)

Decision: Approve pending

Changes Needed:

- Replace new link for code of conduct
- Can it be repeated? Clarification needed.
- Check total number of points in the syllabus. It should say 200 points.

Motioned by Seeman seconded by Hooker. Unanimous vote in support of the motion. O’Dowd and Palmer abstained.

4. Continuing Business

Please refer to the Microsoft Teams site for the current proposal list.

**College of Arts and Sciences
Curriculum Committee
Minutes #13 (March 21, 2023)**

Members Present: Michael Severino, Chris Hamaker (Chair), Carl Palmer, Scott Seeman, John Hooker, Sara O’Dowd, Kevin Edwards, Amy Robillard, Fusun Akman, Rocio Rivadeneyra (Dean’s Rep.), Amy Robillard

Members Absent: Jeff Wagman

Called to order at 1:01 pm

1. Approval of Minutes #12

Palmer moved to approve minutes; Akman seconded. Motion passed with unanimous approval pending the following changes.

2. Sub-committee reports

- 23-113 BIO 457 **Programming for Genomics (New)**

Decision: Approve pending

Changes Needed:

- No catalog description and prerequisite in syllabus.
- No total number of assignments mentioned.
- No weight for assignments in syllabus or proposal.
- Graduate project is not built into the points.

Motioned by Palmer seconded by Akman. Unanimous vote in support of the motion. Edwards abstained.

- 23-114 BIO 357 **Programming for Genomics (New)**

Decision: Approve pending

Changes Needed:

- No catalog description and prerequisite in syllabus
- No total number of assignments mentioned.
- No weight for presentations and projects in syllabus or proposal

Motioned by Palmer seconded by Akman. Unanimous vote in support of the motion. Edwards abstained.

- 23-115 BIO 161 **Intro. to Teaching Science Seminar (New)**

Decision: Approve pending

Changes Needed:

- Question#5 Part 3 YES for replacing course.
- Explanation of prerequisite: include course titles

Motioned by Severino seconded by Palmer. Unanimous vote in support of the motion. Edwards abstained.

- 23-116 CHE 161 **Intro. to Teaching Science Seminar (New)**

Decision: Approve pending

Changes Needed:

- Explanation of prerequisite: Include number and course titles.
- Grading scale needs to be fixed in proposal and syllabus.

Motioned by Severino seconded by Palmer. Unanimous vote in support of the motion. Hamaker abstained.

- 23-117 CHE Chemistry Teacher Education Seq

Decision: Approve

Motioned by Hooker seconded by Palmer. Unanimous vote in support of the motion. Hamaker abstained.

- 23-118 MAT 147.01 Calc III f/Eng & Appl Scientists (New)

Decision: Approve pending

Changes Needed:

- No explanation for prerequisites.
- In the syllabus, it says that students need a camera with microphone but this is not a course for distance education. Explain why.

Motioned by Hamaker seconded by Palmer. Unanimous vote in support of the motion. Akman and Severino abstained.

- 23-119 MAT 149 Engineering Mathematics (New)

Decision: Approve pending

Changes Needed:

- In the syllabus, it says that students need a camera with microphone, but this is not a course for distance education. Explain why.
- No rationale for MAT 146.

Motioned by Palmer seconded by Hamaker. Unanimous vote in support of the motion. Akman and Severino abstained.

- 23-120 POL General Political Science Seq (New)

Decision: Approve

Motioned by Edwards seconded by Mir. Unanimous vote in support of the motion. O'Dowd and Palmer abstained.

- 23-121 POL 337 Gay & Lesbian Politics & Theory (New)

Decision: Approve pending

Changes Needed:

- Remove mentions to graduate students in syllabus.
- Mismatch of prerequisites between proposal and syllabus.
- WGS website link does not work in the syllabus.
- Accommodation statement needs to be updated.
- Link for Dean of students needs to be updated.

Motioned by Hooker seconded by Mir. Unanimous vote in support of the motion. O'Dowd and Palmer abstained.

- 23-122 WGS 177 Queer Theatre

Decision: Revise and Resubmit

Changes Needed:

- Course description is 78 words
- No letter from THE about the replacement of the course.
- Links in syllabus do not work.
- Syllabus has the THE designation.
- Accommodation statement needs to be updated.
- FA in the title?

Motioned by O'Dowd, seconded by Mir. Unanimous vote in support of the motion.

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3. Continuing Business

Please refer to the Microsoft Teams site for the current proposal list.

4. Unassigned Proposals

Please refer to the Microsoft Teams site for unassigned proposals and add your initials next to proposals you want to review.

Meeting adjourned at 1: 50 p.m. The Committee will meet next on April 4, 2023, in STV 140.

Respectfully submitted,

Montserrat Mir

5. Unassigned Proposals

Please refer to the Microsoft Teams site for unassigned proposals and add your initials next to proposals you want to review.

Meeting adjourned at 1: 22 p.m. The Committee will meet next on March 21, 2023, in STV 140.

Respectfully submitted,

Montserrat Mir

**College of Arts and Sciences
Curriculum Committee
Minutes #14 (April 4, 2023)**

Members Present: Michael Severino, Carl Palmer, Scott Seeman, John Hooker, Sara O’Dowd, Amy Robillard, Rocio Rivadeneyra (Dean’s Rep.), Jeff Wagman, Chris Hamaker (Chair).

Members Absent: Fusun Akman, Kevin Edwards

Called to order at 1:02 pm

1. Approval of Minutes #13

Mir moved to approve minutes; Hamaker seconded. Motion passed with unanimous approval. Wagman abstained.

2. Sub-committee reports

- 23-123 WGS 491 Women’s, Gender, & Sexuality Stud. (New)

Decision: Reject

Changes Needed:

- Form is for undergraduate. This is a graduate course.
- No syllabus
- Topical outline includes names of students.

Motioned by Hamaker seconded by Wagman. Unanimous vote in support of the motion.

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- 23-124 ECO 102 Principles of Macroeconomics (Revise)

Decision: Approve

Changes Needed:

Motioned by Palmer seconded by Mir. Unanimous vote in support of the motion.

- 23-125 ECO 101 Principles of Microeconomics (Revise)

Decision: Approve

Changes Needed:

Motioned by Palmer seconded by Mir. Unanimous vote in support of the motion.

- 23-126 POL 196 Success in Politics & Gov Majors (New)

Decision: Approve pending

Changes Needed:

- Revise grading scale: Is it points or percentages? Assignments total 190 points.

Motioned by Hamaker seconded by Mir. Unanimous vote in support of the motion. Palmer and O’Dowd abstained.

3. Continuing Business

Please refer to the Microsoft Teams site for the current proposal list.

4. Unassigned Proposals

Please refer to the Microsoft Teams site for unassigned proposals and add your initials next to proposals you want to review.

Meeting adjourned at 1:23 p.m. The Committee will meet next on April 25, 2023, in STV 140.

Respectfully submitted,

Montserrat Mir

**College of Arts and Sciences
Curriculum Committee
Minutes #15 (April 25, 2023)**

Members Present: Michael Severino, Carl Palmer, Scott Seeman, John Hooker, Sara O’Dowd, Amy Robillard, Jeff Wagman, Chris Hamaker (Chair), Fusun Akman, Kevin Edwards

Members Absent: Rocio Rivadeneyra (Dean’s Rep.)

Called to order at 1:02 pm

1. Approval of Minutes #14

Mir moved to approve minutes; Palmer seconded. Motion passed with unanimous approval. Edwards and Akman abstained.

2. Sub-committee reports

- 23-122 WGS 177 Queer Theater (Revise and Resubmit)

Decision: Approve

Motioned by O’Dowd seconded by Mir. Unanimous vote in support of the motion.

- 23-139 MAT 131 Geometric Reasoning: Geometry Earth Measures (Revise)

Decision: Approve

Motioned by n Edwards seconded by Hooker. Unanimous vote in support of the motion. Severino and Akman abstained.

- 23-140 MAT 202 Algebraic Reasoning for Middle School Teachers (Revise)

Decision: Approve

Motioned by n Edwards seconded by Hooker. Unanimous vote in support of the motion. Severino and Akman abstained.

- 23-132 PSY 393 Advanced Peer Mentoring and Student Success Apprenticeship (New)

Decision: Approve

Motioned by Robillard seconded by Edwards. Unanimous vote in support of the motion. Wagman abstained.

- 23-133 PSY 292 Special Projects: Peer Mentoring (Revise)

Decision: Approve

Motioned by Edwards seconded by Hooker. Unanimous vote in support of the motion. Wagman abstained.

- 23-147 GEO Hydrology (Revise)

Decision: Approve

Motioned by Hamaker seconded by Palmer. Unanimous vote in support of the motion.

- 23-123 WGS 491 WGSS Studies Seminar (New)

Decision: Revise and resubmit

Changes Needed:

- Syllabus is for 391. Upload both syllabi (391 and 491) to compare.

- Check for mode of delivery to be consistent across syllabus. Check question about whether this course is for distance education.
 - Make sure the 491 syllabus is only applicable to graduate students.
- Motioned by Hooker seconded by Mir. Unanimous vote in support of the motion.

• 23-145 SWK Social Work (Revise)

Decision: Approve

Motioned by Palmer seconded by Mir. Unanimous vote in support of the motion.

• 23-146 PSY Psychology (Revise)

Decision: Approve

Motioned by Palmer seconded by Hamaker. Unanimous vote in support of the motion. Wagman abstained.

• 23-128 ENG 446 Assessment and Testing in English as a Second Language (New)

Decision: Approve pending

Changes Needed:

- #4 List course title for ENG 461 as a prerequisite. Explain why pre-requisite is needed.
- #5 Click YES for 'this course duplicates content in another course'
- Syllabus lists face covering.

Motioned by Severino seconded by Seeman. Unanimous vote in support of the motion. Robillard abstained.

• 23-129 ENG 444 Theoretical Foundations in TESOL (New)

Decision: Revise and Resubmit

Changes Needed:

- Syllabus is missing
- #5 Click YES for 'this course duplicates content in another course'
- #4 List course title for ENG 461 as a prerequisite. Explain why pre-requisite is needed.
- Assignments do not add up to 100%

Motioned by Mir seconded by Severino. Unanimous vote in support of the motion. Robillard abstained.

• 23-130 ENG 484 Introduction to Cultural Theory (New)

Decision: Revise and Resubmit

Changes Needed:

- Syllabus is for 384. No catalog description is included.
- #5 Click YES for 'this course duplicates content in another course'

Motioned by Akman seconded by Hamaker. Unanimous vote in support of the motion. Robillard abstained.

• 23-131 ENG 442 Sociolinguistics (New)

Decision: Revise and Resubmit

Changes Needed:

- Syllabus is for 342. No catalog description is included. Some mention to graduate students being leaders in class discussion but no grade is assigned.
- #5 Click YES for 'this course duplicates content in another course'

Motioned by Akman seconded by Edwards. Unanimous vote in support of the motion. Robillard abstained.

• 23-134 ENG 408 Literature and the Related Arts (New)

Decision: Revise and Resubmit

Changes Needed:

- #5 Click YES for 'this course duplicates content in another course'
- #5 NO 'Is this course intended to serve graduate students outside the department'. They should click yes.
- In the syllabus it says the course counts towards undergraduate minor, but this is a graduate course.
- Syllabus lists topics related to when we were teaching online, for example, there is no covid testing.
- Check links to all websites listed.

Motioned by Mir seconded by Hamaker. Unanimous vote in support of the motion. Robillard abstained.

• 23-135 ENG 455 Forensic Bibliography & Archival Editing (New)

Decision: Revise and Resubmit

Changes Needed:

- No grading scale in form nor syllabus.
- Syllabus is for ENG 355 (several mention to undergraduate students)
- #5 Click YES for 'this course duplicates content in another course'

Motioned by Severino seconded by Akman. Unanimous vote in support of the motion. Robillard abstained.

• 23-136 ENG 443 Cross-Cultural issues in TESOL (New)

Decision: Revise and Resubmit

Changes Needed:

- -#5 Click YES for 'this course duplicates content in another course'
- -#4 List course title for ENG 343 as a prerequisite. Explain why pre-requisite is needed.
- Check weblinks in syllabus.

Motioned by Severino seconded by Akman. Unanimous vote in support of the motion. Robillard abstained.

3. Continuing Business

Please refer to the Microsoft Teams site for the current proposal list.

4. Unassigned Proposals

Please refer to the Microsoft Teams site for unassigned proposals and add your initials next to proposals you want to review.

Meeting adjourned at 1:51 p.m. The Committee will meet next Fall 2023, in STV 140.

Respectfully submitted,

Montserrat Mir