

<b>Meeting called by</b>	<b>Chair</b>	<b>Type of meeting</b>	<b>Attendees</b>
Arts & Sciences Curriculum Committee	Shyam Sharma	Proposal Reviews	<b>Present:</b> Jonathan Anzalone, Michael Boerner, Sara Hamideh, Ross Nehm, Jesus Perez Rios, Sara Santos, Shyam Sharma; Erica Hackley, Kristin Hall, Stephen Fogarty, Alexandra Pamfilie <b>Absent:</b> Shellaná Henderson

**AGENDA**

1. Call to order
2. Adopt agenda
  - Committee Decision:
3. Approval of 9/21/2023 minutes
  - Committee Decision:
4. Old items
  - Special courses template
5. New items: Discussion
  - Looking ahead - Both Music and Anthropology will be submitting revisions to their majors. In both cases it is a major overhaul to the curriculum and the committee may need to devote more time to these reviews.
  - Invite for a 5 minute context overview
6. Proposal Reviews

<b>Task</b>	<b>Decision and notes to be relayed</b>
Deactivate AAS 307 & AAS 310	Approved Dear Dr. He, On behalf of the Arts & Sciences Curriculum Committee, I am pleased to inform you that the proposal for deactivating AAS 307 and 310 was approved.  The next bulletin update will reflect the decision above.  With regards,  Shyam Sharma Committee Chair
WRT 321: Writing for Social Justice (bulletin edits)	<b>Revise and resubmit</b> Dear Dr. Medved, On behalf of the Arts & Sciences Curriculum Committee, I am writing to inform you that your request for WRT321 was voted as “revise and resubmit.”

	<p>The committee raised the following concerns about the proposal:</p> <ul style="list-style-type: none"> <li>● <del>Modality, a/synchronous, must be indicated.</del></li> <li>● SBC designations must be included in the course information.</li> <li>● HUM/CER/DIV <u>SBC Learning Outcomes</u> must be included verbatim.</li> <li>● While revising, please pay further attention to SLOs. <u>Course Learning Outcomes</u> must be assess-able (e.g., replace “understand” with something measurable).</li> <li>● <i>They also need to be re-evaluated in light of correct SBC-LOs.</i></li> <li>● <del>Formatting is problematic and is an accessibility issue. We recommend using the current CELT template (updated in summer 2023). This will correct the broken headings that are interspersed throughout.</del></li> <li>● <del>All text indicated to be hyperlinks are not actually linked to any content.</del></li> <li>● <del>Recommended: Late work policy should clarify rate of "docked points"</del></li> </ul> <p>We encourage the faculty member to use the relevant checklist <a href="#">here</a> for ensuring that the revision meets the criteria by which we have reviewed (and will review) the proposal. Please note that all <i>revised</i> proposals should be resubmitted using the Arts &amp; Sciences Curriculum Committee – <u>Revisions Form</u>. In your resubmission, the committee asks that you 1) locate <i>this</i> email notifying you of the requested revisions, then 2) please copy and paste the contents of this email into a Word document and, 3) for <u>each</u> item (numbering your listed items will facilitate the process) explain how you addressed the committee's concerns (or why you did not). There is a place on the form for you to upload this document.</p> <p>We look forward to reviewing this proposal in its revised form.</p> <p>With regards,</p> <p>Shyam Sharma Committee Chair</p>
<p>New minor in Communication (SBC change)</p>	<p>Approved with notes</p> <p>Dear Dr. Hoffman,</p> <p>On behalf of the Arts &amp; Sciences Curriculum Committee, I am pleased to inform you that the proposal for the new Minor in Communication was recommended for approval with notes (below).</p> <ul style="list-style-type: none"> <li>● There should be a brief intro paragraph for the bulletin. There will also need to be an information page created with information about the director of the minor and their contact information unless it will appear on the same bulletin page as the major requirements and the contact information is the same (<u>Political Science major/minor page example</u>)</li> </ul> <p>We will request an update to the bulletin based on the approval. It is up to you to adopt Committee feedback above (which didn't change the approval vote).</p>

	<p>With regards,</p> <p>Shyam Sharma Committee Chair</p>
<p>MAT 312 &amp; AMS 351 prerequisite change</p>	<p>Approve</p> <p>Dear Dr. Sutherland, On behalf of the Arts &amp; Sciences Curriculum Committee, I am pleased to inform you that the proposals for MAT312 and AMS351 were approved.</p> <p>The next bulletin update will reflect the decision above.</p> <p>With regards,</p> <p>Shyam Sharma Committee Chair</p>
<p>Biochemistry BS + MS program</p>	<p>Approve</p> <p>Dear Dr. Dean, On behalf of the Arts &amp; Sciences Curriculum Committee, I am pleased to inform you that the proposal for BS+MS program in Biochemistry was approved.</p> <p>The next bulletin update will reflect the decision above.</p> <p>With regards,</p> <p>Shyam Sharma Committee Chair</p>
<p>Deactivate AAS 367</p>	<p>Approve</p> <p>Dear Dr. He, On behalf of the Arts &amp; Sciences Curriculum Committee, I am pleased to inform you that the proposal for deactivating AAS367 was approved.</p> <p>The next bulletin update will reflect the decision above.</p> <p>With regards,</p> <p>Shyam Sharma Committee Chair</p>
<p>POL/ISE 369 (bulletin edits)</p>	<p>Approve with note</p> <p>Dear Dr. Huddy, On behalf of the Arts &amp; Sciences Curriculum Committee, I am pleased to inform you that the proposal for POL/ISE369 was recommended for approval with notes (below).</p> <ul style="list-style-type: none"> <li>● A committee member suggested adding: “Prior programming experience is</li> </ul>

	<p>helpful but not required”</p> <p>We will request an update to the bulletin based on the approval. It is up to you to adopt Committee feedback above (which didn’t change the approval vote).</p> <p>With regards,</p> <p>Shyam Sharma Committee Chair</p>
<p>MUS 306 The Music and Culture of Hip-Hop (prerequisites)</p>	<p>Approve with note</p> <p>Dear Dr. Dahl,</p> <p>On behalf of the Arts &amp; Sciences Curriculum Committee, I am pleased to inform you that the proposal for POL/ISE369 was recommended for approval with notes (below).</p> <ul style="list-style-type: none"> <li>● The course content and assignments align with the DIV SBC, but the syllabus should state the DIV standards verbatim. Here they've been adapted to the course, which is helpful in determining how well the course aligns with the SBC, but the course objectives and SBC objectives should be listed separately and the latter should reflect the outcomes listed on the <u>SBU website</u>.</li> </ul> <p>We will request an update to the bulletin based on the approval. It is up to you to adopt Committee feedback above (which didn’t change the approval vote).</p> <p>With regards,</p> <p>Shyam Sharma Committee Chair</p>
<p>SOC 110: Fire Ecology, Climate Change, and Indigenous Knowledge (SBC change)</p>	<p>Revise and resubmit</p> <p>Dear Dr. Fallon,</p> <p>On behalf of the Arts &amp; Sciences Curriculum Committee, I am writing to inform you that your request for SOC110 was voted as “revise and resubmit.”</p> <p>The committee raised the following concerns about the proposal:</p> <ul style="list-style-type: none"> <li>● This is generally a strong syllabus that follows the latest CELT template. The proposed SBCs are appropriate. However, the syllabus links to the standards for the SBCs when they must be listed verbatim on the syllabus itself and reflect the new <u>guidelines</u>.</li> <li>● There are several TBDs--perhaps understandable for a new course that won't be offered until next fall, but we require faculty to list at least 3 office hours, etc, to show how minimal instructional responsibilities will be fulfilled, whoever teaches the course.</li> </ul> <p>We encourage the faculty member to use the relevant checklist <u>here</u> for ensuring that the revision meets the criteria by which we have reviewed (and will review) the proposal. Please note that all <i>revised</i> proposals should be resubmitted using the Arts &amp; Sciences Curriculum Committee – <u>Revisions Form</u>. In your resubmission, the committee asks</p>

	<p>that you 1) locate <i>this</i> email notifying you of the requested revisions, then 2) please copy and paste the contents of this email into a Word document and, 3) for <u>each</u> item (numbering your listed items will facilitate the process) explain how you addressed the committee's concerns (or why you did not). There is a place on the form for you to upload this document.</p> <p>We look forward to reviewing this proposal in its revised form.</p> <p>With regards,</p> <p>Shyam Sharma Committee Chair</p>
<p>POL - updates to prerequisites for POL 351, 368, 371. Update to POL 201 course description (new course)</p>	<p>Approve Dear Colleague, On behalf of the Arts &amp; Sciences Curriculum Committee, I am pleased to inform you that the proposal for updating prerequisites for POL 351, 368, 371 and POL 201 were approved.</p> <p>The next bulletin update will reflect the decision above.</p> <p>With regards,</p> <p>Shyam Sharma Committee Chair</p>

7. Next meeting – Heads up for next meeting

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8. Adjournment