Arts and Sciences Senate
Tentative Agenda
October 27, 2008

I. Approval of tentative agenda
II. Approval of minutes of September 22, 2008
III. Report of the College of Arts and Sciences (J. Staros)
IV. Report of SOMAS (D. Conover)
V. Report of the Curriculum Committee (N. Tomes)
VI. Election of Vice President for the Arts and Sciences Senate
VII. Proposed amendments to the PTC guidelines (J. Davila)
VIII. President’s Report (R. Ben-Zvi)
IX. Old Business
XI. New Business

Arts and Sciences Senate
September 22, 2008
Minutes

I. Approval of agenda: approved.

II. Approval of minutes from April 28, 2008: approved with corrections.

Dr. Cynthia Davidson introduced Dr. Ruth Ben-Zvi as the new A&S Senate President. The Senators thanked Dr. Davidson for her work as past A&S Senate President.

III. Report of CAS Dean (J. Staros)
• This is the Fourth consecutive year that Stony Brook has been ranked by US News and World Report in the top 100 for National Universities. We are also in the top fifty for national public universities. Contributing factors include increased retention, graduation rates, competitive admissions, and higher SAT scores.
• Enrollment has hit a new high in 7/08 of 12,586 (10,657 FTE undergraduates and 1,929 FTE graduate students). Preliminary head count for fall ’08: 23,742 (326 which are Stony Brook Southampton).
• Budget: Provost Kaler has recognized that the college has been structurally under funded and added 1.2 Mil in base funds to the college budget.
• In July Governor Patterson announced an all agency 7% budget cut and hard hiring freeze.
• Prospects for 09/10 budget reduction in CAS faculty of 20-25.

IV. Report – Promotion and Tenure Committee (J. Davila)
• The Committee met bi-weekly.
• The PTC acted on 29 cases; 22 already moving through administration
• PTC prepared an amendment on peer teaching observations in the dossier and the amendment was passed by the A&S Senate in April 2008.
• PTC is in ongoing discussions with the Library Science group on whether their files would go through the CAS PTC.
• The budget should not impact PTC cases.
• Dr. Hugh Silverman questioned the sentence in the Report under “Philosophy and process.” Sentence #1: “The PTC plays an important role in the College of Arts and
Sciences as an advisory committee to the Dean and as a means for providing quality control for the faculty.” The wording should reflect that this is an A&S Senate committee and not an advisory committee to the Dean. Dr. Norman Goodman reminded the group that all governance bodies advise administration.

V. President’s Report (R. Ben-Zvi)
- There are many departmental senator and at-large senator vacancies.
- The new Chair for the Academic Judiciary Committee is Dr. Georges Fouron. Dr. Nancy Tomes has stepped down as Chair of the Curriculum Committee. Dr. Darcy Lonsdale and Dr. Edmund Chang are now the Co-chairs.
- The committees seem to be lacking in HFA vacancies.
- The positions of Vice-President and Secretary are still vacant.
- Motion to accept the PTC Report with revisions to be brought to the floor at Oct. meeting: all in favor to accept report.

VI. Old Business: No old business

VII. New Business: No new business

Adjourned at 4:50 p.m.

Submitted by:

Laurie Theobalt
Secretary

Date: October 20, 2008

To: Arts and Science Academic Senate

From: Joanne Davila, PTC Chair

Re: Amendments to the PTC Guidelines on research statements

Because of lack of clarity regarding what is expected for research statements and the consequent inconsistencies in what is included across files, the PTC requests the following changes to the guidelines.

At present there is no specific statement about what is to be included in the research statement. We propose to include such a statement in section 2.4.3.4. This section currently reads:

2.4.3.4 Representative copies of the candidate’s scholarly work should be included, along with copies of published reviews and appraisals of the candidate's work.

We propose the following addition (in bold):

2.4.3.4 Representative copies of the candidate's scholarly work should be included, along with copies of published reviews and appraisals of the candidate's work. In addition, a scholarship statement should be included. The statement should begin with a brief description of the
candidate’s scholarly work using language that is accessible to the non-specialist. This should be followed by a more detailed description of the scholarly work that may contain more technical language and that will be useful to colleagues in the candidate’s field who are evaluating the scholarship. The statement should be substantial enough to give the PTC and other readers a sense of the scope, significance, and future trajectory of the candidate’s work.

**Note that we also now use the phrase “scholarship” statement to be inclusive across disciplines.**

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**Date:** October 20, 2008

**To:** Arts and Science Academic Senate

**From:** Joanne Davila, PTC Chair

**Re:** Amendments to the Biographic File

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The PTC proposes three amendments to the Biographical File:

1. In concert with the proposed changes to section 2.4.3.4 of the PTC Guidelines, we propose to include the same description in the instructions for section BF-6 of the Biographical File.

The current instructions read:

6. Current Research and Other Creative Activities (Describe projects underway.)

We propose the following (changes in bold):

6. Current Research or Other Creative Activities (This statement should begin with a brief description of the candidate’s scholarly work using language that is accessible to the non-specialist. This should be followed by a more detailed description of the scholarly work that may contain more technical language and that will be useful to colleagues in the candidate’s field who are evaluating the scholarship. The statement should be substantial enough to give the PTC and other readers a sense of the scope, significance, and future trajectory of the candidate’s work.)

**Note that we now say “research or other creative activities” again as a way to be inclusive across disciplines (rather than “research-centric”).**

2. Updating of out of date language:

1) The reference to College of Arts and Sciences Committee on Personnel Policy should be changed to: Arts and Sciences Senate Promotion and Tenure Committee.

2) The BF-4 publications section should read: Publications (see the procedures of the PTC sections 2.4.3.1, 2.4.3.2, and 2.4.3.3 for guidelines) – rather than – Publications (see the procedures of the Personnel Policy Committee sections… for guidelines).
3. We request that a link to the Biographical File form (once updated) be placed on the A & S Senate website under “key documents”.

Report of the A & S Senate Promotion and Tenure Committee
September 2008
Prepared by Joanne Davila, Chair PTC

Committee:

Joanne Davila, Chair – Psychology (Social and Behavioral Sciences)
Ellen Broselow – Linguistics (Social and Behavioral Sciences)
Clare Grey – Chemistry (Natural Sciences; Spring semester only)
Barry McCoy – Physics (Natural Sciences) – temporary member for fall semester replacing Grey who was on sabbatical
Vitaly Citovsky – Biochemistry (Natural Sciences)
Jacqueline Reich – Comparative Literary and Cultural Studies (Humanities and Fine Arts)
Peter Manning – English (Humanities and Fine Arts; Fall semester only)
Eric Haralson – English (Humanities and Fine Arts) – temporary member for spring semester replacing Manning who was on sick leave
Victoria Hesford – Women’s Studies (Humanities and Fine Arts) – non-tenured member

Organization and functioning:

The committee met regularly, typically bi-weekly, during the 2007-2008 academic year, with excellent attendance. All committee members are dedicated and hard working. They take their position seriously and behave in a professional, ethical manner. The committee functions very well as a group, demonstrating cohesion and respect for all members. The committee also met twice during the 2008 summer session. Summer meetings have become increasingly necessary to deal with new hires whose appointments begin in September.

Philosophy and process: The PTC plays an important role in the College of Arts and Sciences as an advisory committee to the Dean and as a means for providing quality control for the faculty. The faculty members who make up the committee are critical to its functioning and success and it is important to continue to elect strong members to serve on the committee.

The PTC has maintained a strong level of continuity in process with prior years. We continue to adhere strongly to the Policies of the Board of Trustees, and to focus decisions on scholarship, teaching, and service. We recognize that every case is different and make certain that we take into account diversity across departments and types of scholarly achievements.

In making decisions, the main question that we focus on is whether the candidate’s scholarship is having an impact on their field. Our ability to assess this relies on the clarity with which this is presented in the dossier, and we rely heavily on the views expressed in outside letters and in the chair’s letters. A few comments about each are in order. Regarding outside letters, those that come from individuals who do not have a close professional relationship with the candidate are
essential, as they are likely to be least biased by personal connections. Regarding the chair’s letters, it is critical that they express and discuss both the strengths and weaknesses of the case, particularly those pointed out by outside letter writers. Providing a clear rationale for the departmental vote is also extremely important. If there were “no” votes or abstentions, it is important to clarify the reasons for such votes. Chair’s letters that simply reiterate or quote from outside letters, or that present a run-down of the faculty discussion of the case are least helpful to the PTC and are a disservice to the candidate. Unfortunately, many chairs’ letters continue to be written in this manner.

Regarding the assessment of scholarly ability for promotion to Full Professor, the PTC feels that promotion should not be awarded just for significant administrative or other accomplishments, but should be awarded only to those who show true excellence and a strong reputation in creative and scholarly activities. However, teaching and service do matter, and weight is placed on the extent to which candidates for full professor have shown initiative in contributing to the future of their department and their field.

**Caseload and actions:**

From 9/20/07 through 9/1/08, the PTC acted on 29 cases. Of these, 16 were cases for promotion with tenure, 11 were cases for promotion to full professor, and 2 were new appointments (to Full with tenure).

Of the promotion cases acted on (excluding the new appointments; n = 27), the departments were in favor of promotion in 25 cases and the PTC agreed with the departmental recommendation in all but one case. In the one case in which the department was not in favor of promotion, the PTC concurred. There is one case that is currently still in progress.

Of the 22 cases that have been acted on by the Dean, he has agreed with the PTC in all cases. Thirteen of those cases progressed to the Provost and President, and both have agreed with the prior recommendations (yielding promotion in all cases except for the two for which the PTC voted against). Five cases have progressed to the Provost, who has agreed with the prior recommendations. The remainder of the cases are in progress.

**Other:**

1. The PTC prepared an amendment to the PTC guidelines that would further specify what is expected for teaching observations in the dossier. This amendment was discussed, voted on, and approved at the final A & S Senate meeting in April 2008. Changes to the PTC guidelines have been made and are in effect.

2. In spring 2006, the PTC was contacted by members of library science to initiate discussion about whether library files could be evaluated through the A & S PTC. This discussion continued through the 2007/2008 academic year, with a number of meetings of the PTC and the library faculty. The library faculty is taking under consideration whether they would like to have their files go through this PTC.

3. The PTC, in collaboration with Pamela Thompson and Dean Staros, decided that it would only review new hires at the Associate and Full level where tenure was being offered.
To: Arts and Sciences Senate  
From: Nancy Tomes, Chair, Undergraduate Curriculum Committee  
Re: 2007-2008 Annual Report  
Date: September, 2008

I. General Information

On behalf of the CC, I am pleased to submit our annual report for the last academic year, 2007-2008. As this report makes clear, we had an extremely busy year. The report includes excerpts from the meeting minutes that discuss those issues. As Chair of the CC in AY 2007-08, I will be happy to meet with the Executive Committee and/or the Senate to discuss the Committee's concerns.

The curriculum committee met twenty-four times during the 2007-2008 academic year. Committee members were: Nancy Tomes (History and chair of the committee), Stephanie Dinkins (Art), Valeri Lantz-Gefroh (Theatre Arts), Judith Lochhead (Music), Edmund Chang (Marine Sciences), Darcy Lonsdale (Marine Sciences), Darlene Prowse (Asian and Asian American studies), Roy Lacey (College of Arts and Sciences), Sarah Stern glanz (Women's Studies), Arlene Feldman (Transfer Office, ex officio member), and Kevin Caffrey (Registrar's Office, ex officio member). Elizabeth Conklin (College of Arts and Science Dean's Office) attended meetings as a guest. Student representatives were also invited but rarely attended.

Routine matters are handled by the secretary and announced to the committee at each meeting. There were a number of routine matters chiefly involving deletion of courses and changes of course titles, descriptions, course combinations and/or prerequisites to bring them in line with current teaching practices.

The Committee worked to publish two updated online versions of the 2007-09 Bulletin (Spring 2008 and Fall 2008 editions). The secretary also serves as the editor of the Bulletin.

Members of the Committee served as representatives on departmental review for the Departments of Anthropology and Pharmacology.

As of September, I have resigned as Chair of the Curriculum Committee, and have been replaced by my able colleagues Edmund Chang (Marine Sciences) and Darcy Lonsdale (Marine Sciences), who have agreed to serve as co-chairs.
II. General Curricular Matters

New Interdisciplinary Courses of Note
- AAS/HIS 352-H Environmental History of China (HIS 352 added to already existing AAS 352 as permanent cross-listing)
- AAS/PHI 386 Topics in Asian Philosophy
- ARS/MUS/THR 341 Sound Design
- PHI/PHY 382 The Quantum Moment: Quantum Mechanics in Philosophy, Culture, and Life
- AAS 313/THR 313-J Asian Theatre and Drama (AAS 313 approved as permanent crosslist with the existing THR 313)
- AAS/ARH 319-J Arts of China

III. Significant Curricular Changes by Department or Program

Africana Studies (4 new courses)
The following course was approved: AFS 393 The Caribbean Immigrants in the United States: Dreams and Realities
The addition of three new courses to the major as follows was approved; each is a relatively new course whose content is consistent with the requirement category.
- The African American Experience:
  - AFS/HIS 339 Recent African American History
  - AFS 392 The Black Power Movement
  - AFS 394 Black Nationalism in America

Anthropology (3 new courses)
The following courses were approved:
- ANP 220-H Controversies in Human Biology and Behavior
- ANT 250-J African Peoples and Cultures
- ANT 415 Ethnoarchaeology
The description for AAS/ANT 379-J Ethnicity and Nation in China was changed to reflect the evolution of the course over time.

Art (3 new courses)
The following courses were approved:
- ARH 336-G Digital Visual Culture,
- ARS 328 Theory and Practice of Digital Arts: Animation,
- ARS/MUS/THR 341 Sound Design.
A lab was added to ARS 327. Credits and contact hours remain unchanged.
The committee approves the addition of ARS 225 for the ARS 335 prerequisites, and ARS 205 to the ARS 225 prerequisites.
Changes to the Digital Arts minor were approved to reflect the new course offerings.

Asian and Asian American Studies (14 new courses)
The following courses were approved:
- HIN 311 Advanced Hindi; Reading and Writing
- AAS/HIS 352 Environmental History of China
- AAS/PHI 386 Topics in Asian Philosophy
- AAS 221 China: Science and Civilization
- AAS 318 Arts of China
- AAS 350 Structure of Mandarin Chinese
- CHI 410 Business Chinese
- JPN 410 Business Japanese
- JPN 411 Advanced Japanese III
- JPN 412 Advanced Japanese IV
- AAS 404 Senior Seminar in China Studies
- KOR 312 Advanced Korean II
- KOR 411 Advanced Korean III
- KOR 412 Advanced Korean IV.

The description for AAS/ANT 379-J Ethnicity and Nation in China was changed to reflect the evolution of the course over time.

Request to add AAS 313 as a permanent cross list to THR 313-J Asian Theatre and Drama was approved.

Title revisions effective Fall 2008:

AAS/POL 338-J
  OLD Contemporary India: History, Politics, and Diplomacy (Post 1947)
  NEW Contemporary India: History, Politics, and Diplomacy

AAS/POL 339-J
  OLD Contemporary China: History, Politics, and Diplomacy (Post-1949)
  NEW Contemporary China: History, Politics, and Diplomacy

**Changes to China Studies major based on new and revised course offerings:**

A. Changes in Course Offerings (from current curriculum)

New Courses
AAS 221: China: Science and Civilization
AAS 350: Structure of Mandarin Chinese
AAS 319: Arts of China [proposed as AAS 318]
AAS 404: China Studies Seminar

Revised Courses
AAS 379 Ethnicity and Nation in China ➔ AAS 379 Ethnicity and Ecology in China

Courses to be eliminated
AAS 351 Revolutionary China: politics, culture and power

**Undergraduate Biology (2 new courses)**

The following courses were approved:
  - BIO 319 Landscape Ecology
  - BIO 371 Restoration in Aquatic Ecosystems.

The committee approved the Asynchronous Online version of BIO 358 through Fall 2009, at which time the committee will revisit new assessment data comparing the online and traditional versions of the course.

**Biochemistry**

Correction and update to prerequisites for BIO 361 and 362:
  - BIO 361 old: C or higher in BIO 202; CHE 322 or 332
  - BIO 361 new: C or higher in BIO 202 and C or higher in CHE 322 or 326 or permission of instructor
  - BIO 362 old: C or higher in BIO 202; CHE 322 or 332
  - BIO 362 new: C or higher in BIO 361

**Chemistry (1 new course)**

The following course was approved: CHE 378 Materials Chemistry.
Comparative Literary and Cultural Studies (13 new courses)

The following courses were approved:

- CCS 312-I Cinema and the Ancient World
- CCS 313-H Television Studies
- CCS 390-J Latin American Cinema
- CCS 391-J Contemporary African Cinema and Cultural Studies
- CCS 392-K American Cinema and Cultural Studies
- CCS 393-I European Cinema and Cultural Studies
- CCS 394-J Asian Cinema and Cultural Studies
- CCS 395-H Digital Cultural Studies
- CLS 225-I The Classical Tradition
- CLT 391-J African Contemporary Literature
- CLT 392-K Multicultural Comparative Literature
- CLT 393-I European Comparative Literature
- CLT 394-J Asian Comparative Literature

Economics

The request to renumber ECO 100 Economics for Social Studies Teachers to SSE 100 was approved.

English

The committee approved the added grade requirement to the minor of C or higher in required courses.

European Languages (4 new courses)

The following courses were approved:

- HUG 475, 476 Undergraduate Teaching Practicum I and II
- HUR 475, 476 Undergraduate Teaching Practicum I and II

A proposed update to the course description for HUL 324-I was approved.

The title of RUS 331 was changed from “Online Russian” to “Contemporary Russian Literacy.”

Geosciences (1 new course)

The following course was approved: GEO 440 Geological Applications of Remote Sensing.

Changes to the Geosciences major (deletion of the concentrations) was approved, effective Spring 2009.

History (19 new courses)

The following courses were approved: The majority of these courses had been taught several times as topics courses, and were now being proposed as regular courses.

- AAS/HIS 352-H Environmental History of China (approved as crosslisted course)
- HIS 202-I Ancient Greece
- HIS 203-I Ancient Rome
- HIS 302-I Environmental History in Global Perspective
- HIS 303-I The Crusades and Medieval Society
- HIS 304-I Religion, Magic and Witchcraft in Early Modern Europe
- HIS 305-I Victorian Britain
- HIS 306-I Post-1945 Britain: Colonial Disruptions
Journalism (8 new courses)

The following courses were approved:

- JRN 111 Writing Immersion Lab
- JRN 211 News II: Quantitative Literacy Lab
- JRN 334 Science and Health
- JRN 363 Magazine Writing
- JRN 364 In-Depth Reporting
- JRN 475 Undergraduate Teaching Practicum I
- JRN 476 Undergraduate Teaching Practicum II
- JRN 490 Senior Project

Prerequisites on the following courses were changed to accommodate the addition of the JRN 111 and 211 lab courses:

JRN 110: Added Mandatory Corequisite: JRN 111

JRN 210: Added Mandatory Corequisite: JRN 211

The title of JRN 362 was changed from Magazine Journalism to Magazine Editing.

Latin American and Caribbean Studies Center

The committee was pleased to approve the credit reduction for the LAC minor.

Living/Learning Center

Update to LTL Technical Leadership Minor

Requirement #3, which is now, "3. BUS 110 Business in the 21st Century" was changed to: "3. BUS 111 Introduction to Business for Non-Business Majors or BUS 115 Introduction to Business for Business Majors".

School of Marine and Atmospheric Sciences

Environmental Studies

Updates to the ENS major concentrations were approved

-- substitute ANP 321 for ANP 210
-- POL 325 added to the Public Policy concentration.

Marine Sciences (2 new courses)

The following courses were approved:

- MAR 384 Diseases of Aquatic Organisms
- MAR 447 Readings in Marine Science

Credit revision for MAR 303 and 320 from 3 credits each to 4 credits each is approved.
Mathematics
MAT/CSE 371 prerequisite change
Approved for Spring 2008
Changed from:
Pre- or Corequisite: MAT 200 or CSE 213
to:
Prerequisite: CSE 150 or CSE 215 or MAT 200

Music (1 new course)
The following course was approved: ARS/MUS/THR 341 Sound Design.

PEP
The request to extend teacher certification to certification in “general science” when students satisfy certain criteria is 
approved, with the understanding that the additional 15 credits of two science areas are in addition to the major 
requirements, not in place of major requirements. This is limited to certification programs in BIO, PHY, ESS and CHIE.

Philosophy (2 courses)
The following courses were approved:
- AAS/PHI 386-J Topics in Asian Philosophy
- PHI/PHY 382-H The Quantum Moment: Quantum Mechanics in Philosophy, Culture, and Life

Physics and Astronomy (1 course)
The following course was approved:
- PHI/PHY 382-H The Quantum Moment: Quantum Mechanics in Philosophy, Culture, and Life.
The title of PHY 315 was changed from Cosmic Rays: Experimental Research for Non-Physics Majors to Hands-On Science 
with Cosmic Rays: Experimental Research for Non-Physics. 
Request to add graded prerequisites to introductory Physics courses was approved. 
The proposal to revise the first half of the prerequisite for PHY 251 was approved:
From Prerequisite: PHY 122 or 126 or 127 or 132/134 or 142
Pre- or Corequisite: MAT 203 or 205 or AMS 261;
Corequisite for physics majors: PHY 252
To Prerequisite: PHY 122 or 126 AND 127 or 132/134 or 142
Pre- or Corequisite: MAT 203 or 205 or AMS 261;
Corequisite for physics majors: PHY 252

Political Science (2 courses)
The following courses were approved:
- POL 406 Strategic Models of Politics
Title revisions effective Fall 2008:
AAS/POL 338-J
OLD Contemporary India: History, Politics, and Diplomacy (Post 1947)
NEW Contemporary India: History, Politics, and Diplomacy
AAS/POL 339-J
OLD Contemporary China: History, Politics, and Diplomacy (Post-1949)
NEW Contemporary China: History, Politics, and Diplomacy

Social Sciences Education
The request to renumber ECO 100 Economics for Social Studies Teachers to SSE 100 was approved.

Stony Brook Southampton (3 new courses)

Provost Kaler, Dean Staros, Dean Schonen, Nancy Tomes, and Kane Gillespie met on March 21, 2008 and agreed upon a revision to the protocol for Southampton course approval suggested by the Committee on Jan 30, 2008. The following is an excerpt from the minutes of Jan 30, 2008, with revisions as discussed on Mar 21, 2008

West campus courses offered at Southampton
The committee discussed the potential problems involved in duplicating existing SB courses at Southampton. The original department needs reassurance that the content of the course remains sufficiently similar to ensure seamless transferability and equivalent satisfaction of prerequisites. To that end, the committee suggests the following procedures:

1. West campus departments should approve the offering of their courses in Southampton. When a west campus department under the purview of the A/S CC approves offering a course, that approval applies specifically to the unique combination of the instructor and the course, unless otherwise indicated in writing from the chair of the respective department. For example, if GEO 101 is approved to be taught by John Smith, the course cannot be taught by any other instructor unless that instructor is endorsed specifically by the geosciences department. And, John Smith may also not teach any other GEO course without departmental endorsement or any other A/S west campus course without written endorsement from the respective department.

2. Instructor evaluations with comments shall be forwarded to the respective department chair for each offering of west campus courses.

3. As is standard practice on the west campus, a copy of the syllabus for each time the course is offered—even if the instructor and course remain constant from semester to semester—should be forwarded to the respective department chair.

4. For implementation in the near future, the committee recommends a modified designator for the course to clarify the course. For example, when CHE 131 is offered in Southampton, it should carry the designator “CHE 131-S” or “CHE-S 131.” Doing so will also add clarity for those students taking courses both on the west campus and at Southampton.

The following courses were approved for offering at Stony Brook Southampton:
- SBC 201 Systems and Models
- SBC 102 Undergraduate Seminar at Stony Brook Southampton
- SBC 325-G Environmental Writing and the Media
- ENV 447 Readings in Environmental Sciences
- ENV 487 Research in Environmental Sciences

Theatre Arts (1 new course)
The following course was approved: ARS/MUS/THR 341 Sound Design.

Request to add AAS 313 as a permanent cross list to THR 313-J Asian Theatre and Drama for Spring 08 was approved.
Women's Studies

DEC F was added to WST 310. The DEC had been previously removed because DEC F would have been satisfied by prerequisite courses. Prerequisites were changed in 06-07, but we didn't realize at the time that we should re-add DEC F.

Respectfully submitted,
Kane Gillespie