

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

**AGENDA**

- 1) Call to order
- 2) Adopt agenda
  - Committee Decision: adopted
- 3) Approval of 10/19/2023 minutes
  - Committee Decision: approved
- 4) Old items
  - a) Interdepartmental curricular alignment case (BIO204, 05)  
Decision: send email draft in 10/19 minutes
  - b) “Return” worthy cases?  
Decision: Committee will use revise process, requiring implementation of all relevant checklist items and recommending CELT template (pointing out a few examples) – here’s language added later to Chair’s letter template: “Because there are a number of issues that need to be addressed in the syllabus submitted, we ask you to review and address all relevant items in the checklist [here](#). Please address issues including, but not limited to, the following: [include items specified by reviewers] We also strongly recommend that you use and adapt the CELT syllabus template which can make it easier to implement Curriculum Committee requirements.”
- 5) New items: Discussion
  - a) none
- 6) Proposal Reviews

<b>Task</b>	<b>Decision and notes to be relayed</b>
Linguistics New Course LIN 203: Introduction to Syntax and Morphology	<p><b>Revise and resubmit</b></p> <p>Dear Dr. Huffman,</p> <p>On behalf of the Arts &amp; Sciences Curriculum Committee, I am writing to inform you that your request for LIN203 was voted as “revise and resubmit.”</p> <p>As there are a number of minor issues (as well as major ones, which prompted the revise vote), please use the <a href="#">checklist</a> of what’s missing in the syllabus (a complete syllabus is required for review). Some of the issues to be added/updated, as you will notice in the</p>

	<p>pertinent section of the checklist, include:</p> <ul style="list-style-type: none"> <li>● Outline/provide some details on assignment (including homework items, since they carry credit) so we can see how well objectives are met/aligned</li> <li>● Make LOs more measurable (e.g., understand is not measurable, see <a href="#">this resource</a>)</li> <li>● Included complete SASC statement</li> <li>● Include tech statement or requirement if technology/LMS is used</li> <li>● Include office hours location (or space for it)</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 – <a href="#">Revisions Form</a>. 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 <b>each</b> 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 and approving this proposal in its revised form.</p> <p>With regards,</p> <p>Shyam Sharma Committee Chair</p>
<p>SoMAS New major Program Proposal for new major - BS in Climate Change Science</p>	<p><b>Approved</b></p> <p>Dear Dr. Lonsdale,</p> <p>On behalf of the Arts &amp; Sciences Curriculum Committee, I am pleased to inform you that the proposal for New major in SoMAS 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>LCS “Other” ITL 313 - change from 1 to 3 credits</p>	<p><b>Approved with note</b></p> <p>Dear Dr. Jourdain,</p> <p>On behalf of the Arts &amp; Sciences Curriculum Committee, I am pleased to inform you that the proposal for change in credit for ITL313 was recommended for approval with notes (below).</p> <ul style="list-style-type: none"> <li>● HFA+ SLOs – copy verbatim</li> <li>● Include SBU grading scale (A+ should be removed)</li> </ul>

	<ul style="list-style-type: none"> <li>● Include a course schedule</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>Art Other Media/Art/Culture - revisions Inclusion of additional courses that meet requirements</p>	<p><b>Approved</b></p> <p>Dear Dr. Sisti,</p> <p>On behalf of the Arts &amp; Sciences Curriculum Committee, I am pleased to inform you that the proposal for including additional courses that meet requirements of Media/Art/Culture 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>Writing New course WRT 220 Rhetoric and Culture</p>	<p><b>Approve with note</b></p> <p>Dear Dr. Medved,</p> <p>On behalf of the Arts &amp; Sciences Curriculum Committee, I am pleased to inform you that the proposal for WRT220 was recommended for approval with notes (below).</p> <ul style="list-style-type: none"> <li>● Correct typo in the class meeting times. Contact hours on syllabus do not meet minimum hours required for 3 credits. Classes that meet twice a week should run 80 minutes each day.</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>Art Other Studio Art - revisions Inclusion of additional courses that meet requirements</p>	<p><b>Approve with note</b></p> <p>Dear Dr. Sisti,</p> <p>On behalf of the Arts &amp; Sciences Curriculum Committee, I am pleased to inform you that the proposal for including additional courses that meet requirements in Studio Art was recommended for approval with notes (below).</p> <ul style="list-style-type: none"> <li>● ARS 407 is listed as an elective course. This course does not exist and should be removed or corrected.</li> </ul> <p>We will request an update to the bulletin based on the approval. It is up to you to adopt</p>

	<p>Committee feedback above (which didn't change the approval vote).</p> <p>With regards,</p> <p>Shyam Sharma Committee Chair</p>
<p>Art Other Art History - revisions Inclusion of additional courses that meet requirements</p>	<p><b>Approved</b></p> <p>Dear Dr. Sisti, On behalf of the Arts &amp; Sciences Curriculum Committee, I am pleased to inform you that the proposal for including additional courses meeting requirements in Art History 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>Art Other Digital Arts Minor - revisions Inclusion of additional courses that meet requirements</p>	<p><b>Approved</b></p> <p>Dear Dr. Sisti, On behalf of the Arts &amp; Sciences Curriculum Committee, I am pleased to inform you that the proposal for including additional courses that meet requirements for Digital Arts was 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

a)

8) Adjournment