

Meeting called by	Chair	Type of meeting	Attendees
Arts & Sciences Curriculum Committee	Shyam Sharma	Proposal Reviews	Present: Jonathan Anzalone, Michael Boerner, Sara Hamideh, Ross Nehm, Adryan Wallace, Susan Scheckel, Sara Santos, Adam Charboneau, Shyam Sharma; Erica Hackley, Kristin Hall, Steve Fogarty, Melissa Klott, Alexandra Pamfilie Absent:

AGENDA

1. Call to order
2. Adopt agenda
 - Committee Decision:
3. 02/19/2024 minutes
 - Committee Decision: approved online
4. Old items
 -
5. New items: Discussion
 - Chair election: Jonathan Anzalone was elected as Chair unanimously
 -
6. Proposal Reviews

Task	Decision and notes to be relayed
New course– JRN 322 Working Newsroom	Approve with notes Dear Dr. Ambrosio-Mullady, On behalf of the Arts & Sciences Curriculum Committee, I am pleased to inform you that the proposal for JRN322 was recommended for approval with notes (below). <ul style="list-style-type: none"> ● Instructor must hold a minimum of 3 office hours per week ● syllabus should include course credits and modality ● Grading policy identifies "story ideas, participation" as 40% of the overall grade but later it is mentioned that participation only accounts for 20%; this may cause confusion among students. Clarify the participation percentage by either separating it from "story ideas" or by raising the number to 40%. We will request an update to the bulletin based on the approval. Please address the issue, or ask the instructor of record to do so, as appropriate. With regards, Shyam Sharma Committee Chair
New course– COM 225	Approve with notes

<p>Introduction to Video Production</p>	<p>Dear Dr. Ambrosio-Mullady,</p> <p>On behalf of the Arts & Sciences Curriculum Committee, I am pleased to inform you that the proposal for COM255 was recommended for approval with notes (below).</p> <ul style="list-style-type: none"> • A masterfully designed course and syllabus. There is everything curriculum reviewers and students need in the syllabus. There are two small issues that should be addressed before the syllabus is in students' hands. First, the instructor must specify and hold a minimum of 3 office hours per week. Second, syllabus should include course credits and modality <p>We will request an update to the bulletin based on the approval. Please address the issue, or ask the instructor of record to do so, as appropriate.</p> <p>With regards,</p> <p>Shyam Sharma Committee Chair</p>
<p>SBC – EGL243 Shakespeare's Major Works</p>	<p>Approve with notes</p> <p>Dear Dr. Pfeiffer,</p> <p>On behalf of the Arts & Sciences Curriculum Committee, I am pleased to inform you that the proposal for SBC change in EGL243 was recommended for approval with notes (below).</p> <ul style="list-style-type: none"> • The syllabus should (1) include course credits, (2) include course modality and technical requirements, (3) copy verbatim from the course description listed in the UG Bulletin. <p>We will request an update to the bulletin based on the approval. Please address the issue, or ask the instructor of record to do so, as appropriate.</p> <p>With regards,</p> <p>Shyam Sharma Committee Chair</p>
<p>SBC– EGL 379: Native American Texts and Contexts</p>	<p>Approve with notes</p> <p>Dear Dr. Pfeiffer,</p> <p>On behalf of the Arts & Sciences Curriculum Committee, I am pleased to inform you that the proposal for SBC change in EGL379 was recommended for approval with notes (below).</p> <ul style="list-style-type: none"> • Clarify course designator (listed as 378 on page 2). • Provide a more detailed description of the assessment components to more effectively demonstrate how they align with DIV SLOs. <p>We will request an update to the bulletin based on the approval. Please address the issue, or ask the instructor of record to do so, as appropriate.</p> <p>With regards,</p> <p>Shyam Sharma</p>

	Committee Chair
Linguistics--New Course-- LIN 203 Introduction to Syntax and Morphology	<p>Revise and Resubmit Dear Dr. Huffman,</p> <p>On behalf of the Arts & Sciences Curriculum Committee, I am writing to inform you that your proposal for LIN203 was voted as “revise and resubmit.”</p> <p>The committee made the following revision recommendations:</p> <ul style="list-style-type: none"> ● The amount of class time needs to be expanded to justify assigning 4 credits; details regarding a recitation need to be clarified. A letter from the Chair should clarify whether the course will be 3 or 4 credits. ● Reviewers need some detail regarding how different components of the course will be assessed (to see if course objectives are met, or aligned with assessment). Indicate credit distribution and specify how homework assignments will be assessed. ● The learning objectives have typographical errors and could also be strengthened by making them more measurable. ● The syllabus is missing some essential components. Please review the CELT template for helpful information. ● Please consider changing "scientific method" to "methods" in the bulletin description; this would align with the learning objectives and also bring the language in line with standard meaning in scientific disciplines. ● There was not an SBC listed for this course--is that the case? If so, you can request when submitting a revision. <p>We encourage faculty colleagues preparing the course material and proposal to use the relevant checklist here 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 & Sciences Curriculum Committee – Revisions Form. 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 each 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>
NAI--New Course-- Native American & Indigenous Studies	Revise and Resubmit Dear Dr. Newman,

<p>(NAI)--NAI 488 Internship</p>	<p>On behalf of the Arts & Sciences Curriculum Committee, I am writing to inform you that your proposal for NAI488 was voted as “revise and resubmit.”</p> <p>The committee made the following revision recommendations:</p> <ul style="list-style-type: none"> ● Clarify whether 12 internship credits can be applied to the minor. ● Revise the syllabus to include a rubric or other approach that specifies the criteria that will be used for grading the written work and assigning a S or U course grade. Note: Some instructors specify a percentage cutoff for S. <p>We encourage faculty colleagues preparing the course material and proposal to use the relevant checklist here 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 & Sciences Curriculum Committee – Revisions Form. 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 each 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>English--Change in SBC-- EGL 204: Literary Analysis and Argumentation</p>	<p>Revise and Resubmit</p> <p>Dear Dr. Pfeiffer,</p> <p>On behalf of the Arts & Sciences Curriculum Committee, I am writing to inform you that your proposal for SBC change in EGL204 was voted as “revise and resubmit.”</p> <p>The committee recommends the following changes to the syllabus (Reviewing the CELT syllabus template may be helpful):</p> <ol style="list-style-type: none"> (1) Please provide more details in the assignment/assessment to show how the WRTD objectives are achieved. The deadlines and grading schemes for the class assignments related to WRTD would benefit from expansion and clarification. For example, rubrics could be added that indicate how points or grades will be assigned to each of the major activities. (2) SBC learning objectives should be written verbatim on the syllabus. <p>We have some other suggestions:</p> <ol style="list-style-type: none"> (3) The office hours listed on the syllabus should be revised to total 3 hours per week and also indicate a location (e.g., online via zoom, in person with room number). (4) Information should be added about how to contact the instructor.

	<p>We encourage faculty colleagues preparing the course material and proposal to use the relevant checklist here 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 & Sciences Curriculum Committee – Revisions Form. 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 each 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, Shyam Sharma Committee Chair</p>
<p>SoCJ--Bulletin Edits-- JRN major - policy on double majoring/minoring in COM</p>	<p>Approved Dear Dr. Ambrosio-Mullady, On behalf of the Arts & Sciences Curriculum Committee, I am pleased to inform you that the proposal for bulletin edits for JRN major/minor in COM was approved.</p> <p>The next bulletin update will reflect the decision above. Please make necessary updates on your end, as appropriate.</p> <p>With regards, Shyam Sharma Committee Chair</p>
<p>Native American & Indigenous Studies (NAI)--New Course-- NAI 101 Intro to Native American and Indigenous Studies</p>	<p>Approved with note Dear Dr. Newman, On behalf of the Arts & Sciences Curriculum Committee, I am pleased to inform you that the proposal for NAI101 was recommended for approval with notes (below).</p> <ul style="list-style-type: none"> ● Add all essential information in the syllabus, including about instructor, three office hours and meeting time, etc <p>We will request an update to the bulletin based on the approval. Please address the issue, or ask the instructor of record to do so, as appropriate.</p> <p>With regards, Shyam Sharma Committee Chair</p>
<p>New Course-- Native American & Indigenous Studies (NAI)-- NAI 221</p>	<p>Approved with note Dear Dr. Newman,</p>

Native American Peoples and Environmental Justice	<p>On behalf of the Arts & Sciences Curriculum Committee, I am pleased to inform you that the proposal for NAI221 was recommended for approval with notes (below).</p> <ul style="list-style-type: none"> • Add all essential information in the syllabus, including about instructor, three office hours and meeting time, etc <p>We will request an update to the bulletin based on the approval. Please address the issue, or ask the instructor of record to do so, as appropriate.</p> <p>With regards,</p> <p>Shyam Sharma Committee Chair</p>
PSY--Bulletin Edits-- Update PSY BS & BA sample sequence	<p>Approved w/note Dear Dr. Moyer,</p> <p>On behalf of the Arts & Sciences Curriculum Committee, I am pleased to inform you that the proposal for bulletin update for PSY BS&BA was recommended for approval with notes (below).</p> <ul style="list-style-type: none"> • For Fall Junior year UD elective has 301-384 listed. PSY 384 is no longer listed on bulletin, and this course range should be adjusted accordingly. <p>We will request an update to the bulletin based on the approval. Please address the issue, or ask the instructor of record to do so, as appropriate.</p> <p>With regards,</p> <p>Shyam Sharma Committee Chair</p>
HIS--Bulletin Edits-- Update to SBC course page	<p>Approved Dear Dr. Giuliano,</p> <p>On behalf of the Arts & Sciences Curriculum Committee, I am pleased to inform you that the proposal for bulletin update to SBC course page was approved.</p> <p>The next bulletin update will reflect the decision above. Please make necessary updates on your end, as appropriate.</p> <p>With regards,</p> <p>Shyam Sharma Committee Chair</p>
CHE--New Course-- CHE 377 Inorganic Chemistry Laboratory	<p>Revise and Resubmit Dear Dr. Drueckhammer,</p> <p>On behalf of the Arts & Sciences Curriculum Committee, I am writing to inform you that your proposal for CHE377 was voted as “revise and resubmit.”</p> <p>The committee made the following revision recommendations:</p> <ul style="list-style-type: none"> • The syllabus mentions CHE 487; the course number on the first page of the

	<p>syllabus needs to be updated to match the bulletin.</p> <ul style="list-style-type: none"> ● Change in credit numbers between the old and new version (this new version is 3 credits) so we request a justification of the increase from 2 to 3 credits. <p>We encourage faculty colleagues preparing the course material and proposal to use the relevant checklist here 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 & Sciences Curriculum Committee – Revisions Form. 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 each 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>NAI--New Course-- NAI 211 Introduction to Native American Literatures, Cultures and Art</p>	<p>Revise and Resubmit</p> <p>Dear Dr. Newman,</p> <p>On behalf of the Arts & Sciences Curriculum Committee, I am writing to inform you that your proposal for NAI211 was voted as “revise and resubmit.”</p> <p>The committee made the following revision recommendations:</p> <ul style="list-style-type: none"> ● There is inadequate course material and instruction for fulfilling the SBS LOs listed specifically under SPK. For example, there is only one 5 minute presentation which may not be enough for meeting any of the SPK SBC objectives (which demand course content and instruction on oral/presentation skills, rather than just having students present). We encourage the instructors to check the requirements and guidelines for better meeting the SPK objectives. ● Syllabus is missing information such as instructor, office hours, meeting time <p>We encourage faculty colleagues preparing the course material and proposal to use the relevant checklist here 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 & Sciences Curriculum Committee – Revisions Form. 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 each item (numbering your listed items will facilitate the process)</p>

	<p>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>Che--Bulletin Edits-- Change in bulletin text to incorporate CHE 377</p>	<p>Approved</p> <p>Dear Dr. Drueckhammer,</p> <p>On behalf of the Arts & Sciences Curriculum Committee, I am pleased to inform you that the proposal for bulletin change for CHE377 was approved.</p> <p>The next bulletin update will reflect the decision above. Please make necessary updates on your end, as appropriate.</p> <p>With regards,</p> <p>Shyam Sharma Committee Chair</p>
<p>Change in SBC-- HIS 239 From Columbus to Darwin: Investigating Nature, Medicine and Science in the Americas</p>	<p>Approve one request with note of rejection about another</p> <p>Dear Dr. Giuliano,</p> <p>On behalf of the Arts & Sciences Curriculum Committee, I write to inform you that the proposal for SBC change in HIS239 was recommended for approval with notes (below).</p> <ul style="list-style-type: none"> ● Approve to remove SPK. <p>However, the request for update to the course's SBC designation was not approved.</p> <ul style="list-style-type: none"> ● SBS+ is not approved because STAS cannot be multi-certified. It seems that there is stronger alignment with STAS which is already attached to this course. <p>We will request an update to the bulletin based on the first approval above.</p> <p>With regards,</p> <p>Shyam Sharma Committee Chair</p>
<p>New Course-- EGL 150 How Can Literature Change Your Life?</p>	<p>Revise and Resubmit</p> <p>Dear Dr. Pfeiffer,</p> <p>On behalf of the Arts & Sciences Curriculum Committee, I am writing to inform you that your proposal for EGL150 was voted as "revise and resubmit."</p> <p>The committee made the following revision recommendations:</p> <ul style="list-style-type: none"> ● Information for NYSED/SUNY and Stony Brook University curricular requirements are missing. We recommend reviewing the A&SCC Reviewer's

	<p>Checklist which includes all the required details that must be included in a course syllabus for review. CELT also has helpful syllabus templates which include all the required sections, and can be easily updated to add your course information and ensure all required information is included.</p> <ul style="list-style-type: none"> • One area that needs particular attention is the course learning objectives. As they are currently written, they are not measurable and it is difficult to determine how they will be assessed. CELT has a helpful self-paced guide on how to create learning objectives. Additionally, since this course is requesting certification for HUM, GLO, and CER, those SBC learning objectives must also be included (verbatim). Course alignment must be demonstrated for each of the course learning outcomes and SBC learning outcomes. • Before revising, we recommend you make an appointment with a member of the CELT staff to review your syllabus for the required components indicated on the checklist above and to review your updated learning objectives. <p>We encourage faculty colleagues preparing the course material and proposal to use the relevant checklist here 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 & Sciences Curriculum Committee – Revisions Form. 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 each 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>New Course-- EGL 336 – Nation & Migration in Cinema</p>	<p>Revise and Resubmit</p> <p>Dear Dr. Pfeiffer,</p> <p>On behalf of the Arts & Sciences Curriculum Committee, I am writing to inform you that your proposal for EGL336 was voted as “revise and resubmit.”</p> <p>The committee made the following revision recommendations:</p> <ul style="list-style-type: none"> • Information for NYSED/SUNY and Stony Brook University curricular requirements are missing. We recommend reviewing the A&SCC Reviewer’s Checklist which includes all the required details that must be included in a course syllabus for review. CELT also has helpful syllabus templates which include all

	<p>the required sections, and can be easily updated to add your course information and ensure all required information is included.</p> <ul style="list-style-type: none"> • One area that needs particular attention is the course learning objectives. As they are currently written, they are not measurable and it is difficult to determine how they will be assessed. CELT has a helpful self-paced guide on how to create learning objectives. Additionally, since this course is requesting certification for HUM, GLO, and CER, those SBC learning objectives must also be included (verbatim). Course alignment must be demonstrated for each of the course learning outcomes and SBC learning outcomes. • Before revising, we recommend you make an appointment with a member of the CELT staff to review your syllabus for the required components indicated on the checklist above and to review your updated learning objectives. <p>We encourage faculty colleagues preparing the course material and proposal to use the relevant checklist here 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 & Sciences Curriculum Committee – Revisions Form. 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 each 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>Bulletin Edits-- COM major - policy on double majoring/minoring in COM</p>	<p>Revise and Resubmit Dear Dr. Ambrosio-Mullady, On behalf of the Arts & Sciences Curriculum Committee, I am writing to inform you that your proposal for COM major policy on double majoring/minoring was voted as “revise and resubmit.”</p> <p>The committee has requests a clarification and revision on the following point for consistency across the COM, CMM, and JRN changes:</p> <ul style="list-style-type: none"> • Can COM majors double major or minor in CMM? Can CMM majors double major or minor in COM? We recommend language be added to the COM and CMM proposed bulletin changes to clarify these major/elective restrictions. <p>We encourage faculty colleagues preparing the course material and proposal to use the relevant checklist here for ensuring that the revision meets the criteria by which we have</p>

	<p>reviewed (and will review) the proposal. Please note that all <i>revised</i> proposals should be resubmitted using the Arts & Sciences Curriculum Committee – Revisions Form. 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 each 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>Bulletin Edits-- MassCom major - policy on double majoring/minoring in COM</p>	<p>Revise and Resubmit</p> <p>Dear Dr. Ambrosio-Mullady,</p> <p>On behalf of the Arts & Sciences Curriculum Committee, I am writing to inform you that your proposal for bulletin edits on MassCom policy on double majoring/minoring in COM was voted as “revise and resubmit.”</p> <p>The committee has requests a clarification and revision on the following point for consistency across the COM, CMM, and JRN changes:</p> <ul style="list-style-type: none"> • Can COM majors double major or minor in CMM? Can CMM majors double major or minor in COM? We recommend language be added to the COM and CMM proposed bulletin changes to clarify these major/elective restrictions. <p>We encourage faculty colleagues preparing the course material and proposal to use the relevant checklist here 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 & Sciences Curriculum Committee – Revisions Form. 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 each 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</p>

	Committee Chair
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7. Next meeting – Heads up for next meeting

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8. Adjournment