

**College of Arts and Sciences Curriculum Committee
Minutes #2 (September 10, 2024)**

Members Present:

Todd Stewart, Fusun Akman, Lisa Tranel, Carl Palmer, Scott Seeman, Shelby Putt, Sara O’Dowd, John Hooker, Rocio Rivadeneyra, Robbie Graham, Alan Lessoff, Mohammed Karim Mrani Alaoui

Members Absent:

Sarah Boesdorfer

Called to Order at 1:02 p.m.

1. Approval of Minutes #19 from September 27, 2024

Carl Palmer moved to approve, and Fusun Akman seconded.
All present members approved; no one rejected or abstained.

2. General Discussion

Todd Stewart mentioned that for accelerated master’s proposals, course numbers (not course titles) should be included. He added, "We have been told that departments are not reliable and that we must check every single course."

Todd Stewart also mentioned that there will be changes in the software system, stating that next year the system will switch to a more user-friendly one.

He further expressed concerns about the software, noting, "Let’s say we have a major and we want to add a sequence; we get a software error." **Lisa Tranel** mentioned that the geology department has already fixed this issue within their department.

Rocio Rivadeneyra brought up the issue of proposals getting approved but becoming stuck in the registrar’s office and not being added to the catalog. She added that she will ensure this does not happen in the future.

It was discussed that when a sequence is proposed, there should be a sequence application form included.

3. Sub-Committee Reports

25-001 ENG 446: Assessment and Testing in English as a Second Language

25-002 ENG 443: Cross-Cultural Issues in TESOL

25-003 ENG 444: Theoretical Foundations in TESOL

Decision: Reject

John Hooker raised a motion to reject, and **Robbie Graham** seconded.

All present members voted to reject; no one opposed or abstained.

Changes Needed: The submitted document appears to be an editorial request rather than a proposal.

25-004 GEO: Geography Social Science Teacher Education

Fusun Akman mentioned that the geography department added 3 hours of professional coursework and included the financial implication form signed by **Lisa Tranel**.

Todd Stewart added that one of the hidden prerequisites is now explicit. He raised a motion to approve, **Fusun Akman** moved to approve, and **John Hooker** seconded.

Decision: Approved.

All present members approved; **Lisa Tranel** abstained.

25-005 HIS 110: Race and African American Life

Fusun Akman found the syllabus lacking clarity, particularly concerning evaluations, which were not stated clearly. The syllabus contained a 10% participation grade that was not mentioned, contact hours were 2.5 when they should be 3, and attendance accounted for 50%, which committee members found excessive.

John Hooker suggested deleting the last statement in the accommodation statement, as it was not intended for students. **Todd Stewart** raised a motion to reject, but **Fusun Akman** requested resubmission. **John Hooker** seconded.

Decision: Resubmit.

All present members voted to resubmit; **Alan Lessoff** abstained.

25-006 MAT: Data Science and Computational Mathematics Sequence

Todd Stewart mentioned that the proposal makes sense but noted a tactical issue: MAT 252 was replaced by MAT 205, but no strikeout was indicated. He suggested sending it back.

Rocio Rivadeneyra suggested tabling the request until more information is available.

Todd Stewart raised the question of whether a letter of concurrence from IT is needed to replace IT 244 with IT 215. He also asked if a letter of non-objection from IT is required.

Todd Stewart moved to table.

Decision: Table.

25-007 PSY: Specialist in School Psychology

John Hooker asked to reject the first proposal and requested more time to review a new submission.

John Hooker raised a motion to reject, **Fusun Akman** seconded, and everyone voted to reject; no one abstained.

Decision: Reject.

25-008 PSY: Doctor of Philosophy in School Psychology

PHY 451 was replaced with PHY 477. **Fusun Akman** moved to approve, and **Robbie Graham** seconded.

Everyone approved the proposal; no one abstained.

Decision: Approve.

25-009 GEO: Traditional Geography

Carl Palmer reviewed the proposal and found it satisfactory. He requested approval. **Robbie Graham** raised a motion to approve, **Carl Palmer** seconded, and **Lisa Tranel** abstained.

Decision: Approve.

25-010 PSY 123: Human Sexuality

Shelby Putt reviewed the proposal and approved it but mentioned looking for an equivalent sociology proposal. She added that she will contact the sociology department. **Shelby Putt** moved to approve, **Carl Palmer** seconded, and everyone voted to approve.

Decision: Approved.

25-011 ENG: Doctor of Philosophy in English Program

The English department requested to change program requirements to allow students to take more courses in their area of specialization (hours would be redistributed, but the total number of hours would remain the same). ENG 590 needed to be struck out.

Carl Palmer moved to approve pending changes, and **John Hooker** seconded. Everyone voted to approve; **Robbie Graham** abstained.

Decision: Approved pending changes.

5. Continuing Business

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

6. Unassigned Proposals

Please refer to the Microsoft Teams site for unassigned proposals. Add your initials next to proposals you wish to review.

Adjournment:

The meeting was adjourned at 1:48 p.m. The Committee will next meet on September 24, 2024, in STV 140.