

**College of Arts and Sciences
Curriculum Committee
Minutes #1 (Sept.6, 2022)**

Members Present: Rocio Rivadeneyra (Dean's Rep.), Michael Severino, Jeff Wagman, Chris Hamaker, Montserrat Mir, Carl Palmer, Kevin Edwards, Scott Seeman, John Hooker, Michael Severino, Sarah Sciba, Sara O'Dowd.

Members Absent: Fusun Akman

Called to order at 1:00

- *All committee members introduced themselves*
- *Rivadeneyra introduced the purpose and process of the CC committee to new members*

New Business:

- Elect Chair of the Committee
Edwards nominated Hamaker. Hamaker accepted nomination. Mir seconded nomination. Unanimous vote in support of the motion. No abstentions.
- Elect Secretary of the Committee
Mir nominated Wagman. Wagman declined. Rivadeneyra nominated Mir. Mir accepted nomination. Wagman seconded nomination. Unanimous vote in support of the motion. No abstentions.
- Review Report of the CCC for 2021/2022
Hamaker reviewed report from 2021/2022
- Review CCC files and procedures
Hamaker and Rivadeneyra reviewed files and procedures
- Approval of Minutes #18 (4/12) and #19 (4/26).
Since only 4 of the 8 voting members were present on 4/12/22, no minutes were approved from meeting #18 on 4/26/2022.
Move to approved minutes ##18 (4/12/2022) and #19 (4/26/2022) by Mir. Seconded by Wagman. Unanimous vote in support of the motion. Mir, O'Dowd, Sciba, Palmer, Edwards, Seeman, Hooker abstained.

The Committee will meet next on September 13, 2022

Meeting adjourned at 1:50 pm.

Respectfully submitted,

Montserrat Mir

**College of Arts and Sciences
Curriculum Committee
Minutes #2 (Sept.13, 2022)**

Members Present: Rocio Rivadeneyra (Dean's Rep.), Michael Severino, Jeff Wagman, Chris Hamaker, Montserrat Mir, Carl Palmer, Kevin Edwards, Scott Seeman, John Hooker, Michael Severino, Sara O'Dowd.

Members Absent: Fusun Akman, Sarah Sciba

Called to order at 1:02 pm

1. Approval of Minutes #1 (9.6.2022).

Palmer moved to approve minutes; Mir seconded. Motion passed with unanimous approval

Edwards nominated Hamaker. Hamaker accepted nomination. Mir seconded nomination. Unanimous vote in support of the motion. No abstentions.

2. Consent Agenda Items for IDEAS Consideration: Approved

Proposal #	Submitted to CCC	Dept	Course
23-006	4/26/22	WGS	120
23-007	4/26/22	WGS	292
23-12	5/20/22	SOC	106

3. Sub-committee reports

- 22-095 SOC 368 New: Back from R&R Chicana and Latina/x Feminisms
- 23-008 LAL 368 New: Chicana and Latina/x Feminisms
- 23-010 WGS 368 New: Chicana and Latina/x Feminisms

Decision: Approve pending the following changes:

1. Add Accommodations Statement
2. Fix mismatch between assignments (class participation) mentioned in the proposal and assignments in the syllabus (total number of points is 450 in the syllabus, but points are missing from participation)

Motioned by Severino, seconded by Mir. Unanimous vote in support of the motion, with no abstentions.

- 22-096 SOC 468 New: Back from R&R Chicana and Latina/x Feminisms
- 23-009 LAL 468 New: Chicana and Latina/x Feminisms
- 23-011 WGS 468 New: Chicana and Latina/x Feminisms

Decision: Approve pending the following changes:

1. Add Accommodations Statement
2. Check SOC 368 is not included in the catalog description

Motioned by Severino, seconded by Mir. Unanimous vote in support of the motion, with no abstentions.

- 23-001 GEO 212 New: FAA Drone Certification Prep

Decision: Approve pending the following changes:

1. Re-word the course description: Clarify the 'exam' is not the FAA exam for certification in syllabus and proposal

Motioned by Wagman, seconded by Hamaker. Unanimous vote in support of the motion, with no abstentions.

- 23-002 GEO 324 New: Drones for Mapping and Remote Sensing

Decision: Approve pending the following changes:

1. #4 Explanation of prerequisites is missing.
2. Add more details about 'Field trips are required' in the course description
3. Word 'imaging' missing from learning objectives

Motioned by Wagman, seconded by Mir. Unanimous vote in support of the motion, with no abstentions.

- 23-003 Revise: BS in Biological Sciences

Decision: Approve

Motioned by Hamaker, seconded by Palmer. Unanimous vote in support of the motion, with no abstentions.

- 23-004 BSC 203 Revise: Cell Biology

Decision: Approve

Motioned by Severino, seconded by Seeman. Unanimous vote in support of the motion, with no abstentions.

4. Continuing Business

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

5. Unassigned Proposals

Please refer to the Microsoft Teams site for unassigned proposals and add your initials next to proposals you want to review.

Meeting adjourned at 1:50 p.m. The Committee will meet next on September 20, 2022 in STV 140.

Respectfully submitted,

Montserrat Mir

**College of Arts and Sciences
Curriculum Committee
Minutes #3 (Sept.20, 2022)**

Members Present: Rocio Rivadeneyra (Dean's Rep.), Michael Severino, Jeff Wagman, Chris Hamaker, Montserrat Mir, Carl Palmer, Scott Seeman, John Hooker, Michael Severino, Sara O'Dowd, Kevin Edwards, Fusun Akman, Sarah Sciba, Amy Robillard

Members Absent:

Called to order at 1:00pm

Amy Robillard, new member, introduced herself

1. Approval of Minutes #2 (9.13.2022).

Mir moved to approve minutes; Palmer seconded. Motion passed with unanimous approval. Robillard and Akman abstained.

2. Updates: Hamaker informed the committee that all changes needed from all the Chicana and Latina/x Feminisms courses have been made so all these courses are now approved.

3. Sub-committee reports

- 23-005 COM 434 Film Festival Management and Curation (New)

Decision: Revise and Resubmit

1. Film Festival is a component in the syllabus but no explanation about it is included.
2. How is this course different from the undergraduate course?

Motioned by Edwards, seconded by Hamaker. Unanimous vote in support of the motion. Robillard abstained.

- 23-013 GEO 325 Python Scripting for GIS (New)

Decision: Approve

Motioned by Palmer, seconded by Hamaker. Unanimous vote in support of the motion. Robillard abstained.

- 23-014 Minor in Geology (Revise)

Decision: Approve

Motioned by Hamaker, seconded by Edwards. Unanimous vote in support of the motion. Robillard abstained.

- 23-015 Psychology Minor (Revise)

Decision: Approve pending the following changes:

1. Question 10--- Notify departments that some of their courses are not required for the minor.

Motioned by Severino, seconded by Sciba. Unanimous vote in support of the motion. Robillard and Wagner abstained.

- 23-016 Mathematics Actuarial Science Online Masters Sequence (New)

Decision: Revise and Resubmit

1. Re-word rationale to refer to the usefulness of the program, **not just financials**
2. No plan of study attached to the proposal but there are two plans of studies in the Math Website. However, there is a mismatch between some of the required courses mentioned in the website (351) and the courses included in the proposal.
3. What are Options 1 and 2?
4. 12 hours: 3 courses selected from....but some courses are three hours and others are four hours.
5. No sample program study attached
6. Minimum hours required?
7. Is there a thesis required?
8. If ECON is an option, they need a letter from ECON dept

Motioned by Mir, seconded by **Wagman**. Unanimous vote in support of the motion. Robillard and Severino abstained.

- 23-017 PHI 209 Classical Chinese Philosophy (New)

Decision: Approve

Motioned by Palmer, seconded by O'Dowd. Unanimous vote in support of the motion. Robillard abstained.

- 23-18 European Studies Major (Delete)

Decision: Approve

Motioned by Severino, seconded by Akman. Unanimous vote in support of the motion. Robillard abstained.

4. Continuing Business

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

5. Unassigned Proposals

Please refer to the Microsoft Teams site for unassigned proposals and add your initials next to proposals you want to review.

Meeting adjourned at 1:40 p.m. The Committee will meet next on October 4, 2022 in STV 140.

Respectfully submitted,

Montserrat Mir

**College of Arts and Sciences
Curriculum Committee
Minutes #4 (October 4, 2022)**

Members Present: Rocio Rivadeneyra (Dean's Rep.), Michael Severino, Jeff Wagman, Chris Hamaker, Montserrat Mir, Carl Palmer, Scott Seeman, John Hooker, Michael Severino, Sara O'Dowd, Kevin Edwards, Fusun Akman, Sarah Sciba, Amy Robillard

Members Absent:

Called to order at 1:02 pm

1. Approval of Minutes #3 (9.20.2022).

Changes to the minutes:

1. Add 'not just financials' p. 2

Seeman moved to approve minutes; Palmer seconded. Motion passed with unanimous approval.

2. Sub-committee reports

- 23-005 COM 434 Film Festival Management and Curation (Back)

Decision: Approve

Motioned by Edwards, seconded by Robillard. Unanimous vote in support of the motion. Hooker abstained.

- 23-019 GEO 417 Water Resource and Environmental Law (New)

Decision: Revise and Resubmit

Changes Needed:

1. Syllabus is needed
2. Add grading scale in percentages

Motioned by Severino, seconded by Wagman. Unanimous vote in support of the motion.

Note: Hamaker will email Graduate School about whether they need to add Pre-req: Graduate status.

- 23-020 GEO 418 Aquifer Systems (New)

Decision: Revise and Resubmit

Motioned by Severino, seconded by Wagman. Unanimous vote in support of the motion.

Changes needed:

1. Syllabus is needed
2. Course description: Add: Not for credit if had GEO 318
3. Question 5. Add: Yes, course duplicates content.
4. Question 5. 300 course equivalent? GEO 323 or GEO 318?

Note: Hamaker will email Graduate School about question 5. If they check yes for 'course equivalent', do they need to click yes for 'if course substantially duplicates content? Also, do they need to add Pre-req: Graduate status?

- 23-021 GEO 423 Karst Hydrogeology (New)

Decision: Approve Pending

Changes needed:

1. Add Accommodations language to the syllabus

Motioned by Hooker, seconded by Mir. Unanimous vote in support of the motion.

- 23-023 Minor in German (Revise)

Decision: Approve

Motioned by Palmer, seconded by Sciba. Unanimous vote in support of the motion. Mir abstained.

- 23-022 The history of science (New)

Decision: Approve pending

1. Add Accommodations language to the syllabus

Motioned by Hooker, seconded by Mir. Unanimous vote in support of the motion.

3. IDEAS designation courses approved

ENG	165	Introduction To African-American Literature & Culture
ENG	343	Cross-Cultural Issues In TESOL
ENG	183	Rhetoric as Civic Literacy

4. Continuing Business

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

5. Unassigned Proposals

Please refer to the Microsoft Teams site for unassigned proposals and add your initials next to proposals you want to review.

Meeting adjourned at 1:41 p.m. The Committee will meet next on October 18, 2022 in STV 140.

Respectfully submitted,

Montserrat Mir

**College of Arts and Sciences
Curriculum Committee
Minutes #5 (October 18, 2022)**

Members Present: Rocio Rivadeneyra (Dean's Rep.), Michael Severino, Jeff Wagman, Chris Hamaker (Chair), Montserrat Mir (Secretary), Carl Palmer, Scott Seeman, John Hooker, Michael Severino, Sara O'Dowd, Kevin Edwards, Fusun Akman, Amy Robillard

Members Absent: None

Called to order at 1:00 pm

Hamaker updated status of some SWK proposals.

Hamaker shared update from Graduate School. Proposals need to include 'no for credit if had....' in course description and check 'yes', and check for 'does this 400 level course have a course equivalent' and yes, for duplicate content.

1. Approval of Minutes #4 (10.4.2022).

Palmer moved to approve minutes; Severino seconded. Motion passed with unanimous approval.

2. Sub-committee reports

- 23-016 MATH Math Actuarial Science Online Masters Sequence (R&R)

Decision: Approve

Motioned by Hamaker, seconded by Wagman. Unanimous vote in support of the motion. Severino and Akman abstained.

- 23-031 POL 405 Topics in American Government (New)

Decision: Approve Pending

Changes Needed:

1. Add not for credit if had in course description
3. Add Course objectives as listed in the syllabus

Motioned by Mir, seconded by Akman. Unanimous vote in support of the motion. Palmer and O'Dowd abstained.

- 23-032 POL Direct Democracy in America (New)

Decision: Approve Pending

Motioned by Mir, seconded by Akman. Unanimous vote in support of the motion. Palmer and O'Dowd abstained.

Changes needed:

1. Add not for credit if had in course description

- 23-033 POL Voting and Elections (New)

Decision: Approve Pending

Changes needed:

1. Add not for credit if had in course description

Motioned by Mir, seconded by Akman. Unanimous vote in support of the motion. Palmer and O'Dowd abstained.

- 23-044 POL 437 Gay & Lesbian Politics & Theory (New)
Decision: Approve Pending

Changes needed:

1. No grading scale in proposal but yes, in the syllabus
2. Add 'not for credit if had...' in course description
3. Submit a 437 syllabus. Syllabus indicates this is a 300 level course and it discusses undergraduate requirements. Bottom p. 3 'this course is taught at the 300 level'.
4. Update accommodations statement
5. Required books in the syllabus that do not appear in the proposal.

Motioned by Wagner, seconded by Mir. Unanimous vote in support of the motion. Palmer and O'Dowd abstained.

- 23-045 POL 438 Gender & Political Theory (New)
Decision: Approve Pending

Changes needed:

1. No grading scale in proposal but yes, in the syllabus
2. Add not for credit if had in course description
3. Submit a 438 syllabus with not reference to undergraduate
4. Required books in the syllabus that do not appear in the proposal.

Motioned by Wagner, seconded by Mir. Unanimous vote in support of the motion. Palmer and O'Dowd abstained.

- 23-046 POL 439 Youth Politics (New)
Decision: Approve pending

Changes needed:

1. No grading scale in proposal but yes, in the syllabus
2. Add not for credit if had in course description
3. Submit a 438 syllabus with not reference to undergraduate
4. Required books in the syllabus that do not appear in the proposal.
5. Add Accommodations statement

Motioned by Wagner, seconded by Mir. Unanimous vote in support of the motion. Palmer and O'Dowd abstained.

- 23-035 POL 418 US Politics and Culture after Vietnam (New)
Decision: Reject

Changes needed:

1. Specify what graduate students do in the course. The syllabus is for a 300 level course
2. Syllabus: 600 points of assignments but grading scale is out of 500 points. Clarify list of points for each assignment, including the assignment for graduate students.
3. The outcomes in the proposal do not have anything to do with the content of the course.
4. No learning outcomes in the syllabus.

4. IDEAS designation courses approved

23-027	PSY	305	Psychology of Women
23-028	PSY	327.01	Cultural Psychology: Latino/a Psychology
23-029	PSY	327.02	Cultural Psychology: Black Psychology
23-030	PSY	327.03	Cultural Psychology: Diversity and Identity Dev

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 and add your initials next to proposals you want to review.

Meeting adjourned at 1:40 p.m. The Committee will meet next on November 1, 2022 in STV 140.

Respectfully submitted,

Montserrat Mir