9/7/10

Attending: M. McGuire (chair), J. McNamara, A. Fitzgibbon, K. Downey, C. Schubert, G. Zarate, J. O'Callaghan

Absent: none

1. Introduction of members
2. Jerome O'Callaghan distributed and reviewed excerpts from the Curriculum Change Guide. Focus on the responsibilities of the school committee. Promised to send out link to the Curriculum Change Guide.
3. Discussion of meeting time and frequency: decided to schedule the meetings for 9am Tuesday weekly. Will cancel as needed.
4. Review began of proposals distributed in the 8/30/10 packet from Rhonda Moulton:

•••Existing Program Alteration: BUSE (changes to BUSE, BUSE concentrations-FMGT, HRM, IBE, ENMG, and IPEP) and ECO majors. All changing to 120 credits total.

Two issues discussed: i) typo in the word “faculty” on first page and ii) per the proposal the ECO major has a category “C” in requirements, but per the catalog there is no category “C.”

VOTE: unanimous decision to contingent pass, pending resolution of both issues. One week for department to resolve this.

•••Existing Course Alteration: COM 324 changing to COM 424

Three issues discussed: i) the proposal suggests that there is a change in prerequisite but that is not made clear. If that is the intent, department should explicitly change the catalog description as requested on form 2, ii) the syllabus attached should contain the new course description, iii) proposal also needs a program change, as COM 324 is an element in the COM\_PRAD major.

VOTE: unanimous decision to table.

•••New Course Proposal: PHI 333

Discussion begun on the word “erosic” in course description. Department intended that word to be used, alteration to “erotic” is in error. Review to continue at next meeting.

HELD OVER to next meeting:

New Course Proposals: PHI 333, PHI 450

Existing Course Alterations: MAT 121, 122, 135, 224, 236, 237, 272, 350, 354, 370, 375, 420, 446.s

Minutes 9/14/10 DRAFT

Attending: M. McGuire (chair), J. McNamara, A. Fitz-gibbon, K. Downey, C. Schubert, G. Zarate, J. O'Callaghan

Absent: none

Old Business:

Existing Program Alteration –BUSE from 9/7 has been revised in line with contingent pass and is approved.

New Business:

•••Existing Course Alteration: MAT 121

Change to prerequisite discussed; one issue arose. Chair of Math canvassed the chairs of the natural sciences and EXS in summer. MAT 121 is also an option in the CHEA, PSY and BUSE programs. Chair needs to canvass those departments as well.

VOTE: unanimous decision to contingent pass.

•••Existing Course Alteration: MAT 122

Same comment as applies to MAT 121

VOTE: unanimous decision to contingent pass.

•••Existing Course Alteration: MAT 135

Change to prerequisite

VOTE: unanimous decision to pass.

•••Existing Course Alteration: MAT 224

Change to prerequisite discussed; one issue arose. Chair of Math canvassed the chairs of the natural sciences and EXS in summer. MAT 224 is also an option in the PSY program.

VOTE: unanimous decision to contingent pass.

•••Existing Course Alterations: MAT 236, 237, 272, 350, 354, 370, 375, 420, 446.

Changes to prerequisites, some content changes in course descriptions.

VOTE: unanimous decision to pass.

HELD OVER to next meeting:

New Course Proposals: PHI 333, PHI 450

Alteration of Program: SST

Minutes 9/21/10 DRAFT

Attending: J. O'Callaghan (chair), K. Downey, C. Schubert, G. Zarate,

Absent: M. McGuire, J. McNamara, A. Fitz-gibbon,

Approval of minutes from 9/14/10:

Note that K. Downey was absent on 9/14. Also some confusion regarding MAT 136 –was it a pass or contingent pass? Issue now moot as chair comments are in place.

Old Business: Comments from chairs in Psychology and Health have been received, and indicate no objection to the MAT package that was contingent passed on 9/14.

New Business:

•••Program Alteration: SST

Alteration to ECO and GRY options in all SST majors.

Comments from ECO and GRY are in place. No comments yet from other affected departments. Program should request comments from other depts in SST: AAS, SOC, ANT, IST and POL.

VOTE: unanimous decision to contingent pass.

•••New Course Proposal: PHI 450

Teaching Assistant position – questions asked regarding the number of credits (is 3 high?), proficiency in the class is not clear, what impact does this have on the major-does it count to the program? Course description lacks credit hours and prereq statement. Discussion to continue next week.

HELD OVER to next meeting:

New Course Proposals: PHI 333, PHI 450

Minutes 9/28/10 DRAFT

Attending: K. Downey, C. Schubert, G. Zarate, J. O'Callaghan,

M. McGuire (chair), J. McNamara, A. Fitz-gibbon.

Approval of minutes from 9/21/10.

Old Business: Comments from other chairs regarding SST proposal are in place and proposal is now passed.

New Business:

•••New Course Proposal: COM 321

Course description as provided on Form 1 needs to be changed to match the course description used in the syllabus.

VOTE: unanimous decision to contingent pass.

•••Program Alteration: COM - PRAD

Change to program to provide option of COM 321.

Side by Side view of program needs to be fixed to refer to requirements “A” and “B” (not “A” and “C”). Justification has grammar error near the word “skills.”

VOTE: unanimous decision to contingent pass (pending issues above and pass of COM 321).

•••New Course Proposal: PHI 333

Discussion of absent prerequisite for a 300 level course. However no 300 level PHI course has a prereq and in recent years new courses (e.g. 330) have entered curriculum with no prereqs.

VOTE: unanimous decision to pass.

•••New Course Proposal: PHI 450

Not clear from proposal if this course will count toward the major. Commonly required that students need prior good grade in a course in order to become a TA for the course. Proposal might include a prereq line like “grade of B or better in host course and permission of instructor”. Course outline lacks the course description.

VOTE: unanimous decision to table.

•••Program Alteration: BA Math and BS Math

Change to total credits required for graduation: from 124 to 120.

VOTE: unanimous decision to pass.

•••New Course Proposal: AAS 456 and Course Alteration: POL 456

Crosslisting of a new AAS course to an existing POL course.

VOTE: unanimous decision to pass.

Minutes 10/19/10 DRAFT

Attending: M. McGuire (chair), K. Downey, C. Schubert, G. Zarate,

J. McNamara, A. Fitz-gibbon, J. O'Callaghan

Approval of minutes from 9/28/10.

New Business:

••• Existing Course Alteration: COM 392 Ptcptn in Literary Magazine

Both old and new course descriptions need to add “Prerequisite: Consent of Department.” just before the credit hours.

VOTE: unanimous decision to contingent pass.

••• New Course Proposal: AAS 296 crosslisted POL 296 – Katrina: Race, Class and Crisis

Course description needs modification to remove “we will” statements and condense, e.g., “Exploration of the natural, human, and cultural disaster of Hurricane Katrina in New Orleans in 2005. Topics will include various dimensions of the disaster: technology, politics, ideology, government, race and social structure.”

Frequency code should simply be “(S)”.

Credit hours statement needs to be last part of the course description.

Answer to question #2 needs to explain the relevance of this course to both the AAS and POL curricula.

Answer to question #4 – needs to delete “when preparing for disasters.”

Answer to question #6 – needs to identify SCI 180.

The course outline lacks goals or objectives – see p.17 of the curriculum change guide.

Department curriculum chair needs to initial page 4 – (the six items beginning with “I understand”).

A revised course description should appear, in full, in both the proposal form and in the outline.

VOTE: unanimous decision to table.

Minutes 11/9/10 DRAFT

Attending: M. McGuire (chair), K. Downey, G. Zarate,

J. McNamara, A. Fitz-Gibbon, J. O'Callaghan

Approval of minutes from 10/19/10 – with one amendment. Correct spelling of Fitz-Gibbon will be appreciated.

Old Business:

••• New Course Proposal: AAS 296 crosslisted POL 296 – Katrina: Race, Class and Crisis

Second view of this proposal:

Course description needs modifications:

---“POL 296” is not needed at the start of the course description. Likewise “AAS 296.”

---“Destruction of New Orleans” implies the whole city was destroyed. A better choice would be “devastation” or “partial destruction.”

--- use “(3 cr. hr.)” to end each course description.

The justification for the AAS cross-list to POL needs to refer to the political dimensions of the course.

As noted before: the answer to question #4 – needs to delete “when preparing for disasters.”

Answer to question #9 – needs to say “yes.”

As noted before: the course outline lacks goals or objectives – see p.17 of the curriculum change guide.

A revised course description should appear, in full, in both the proposal form and in both outlines. Outline cannot differ from proposal on the course description.

Few corrections were made since our last review.

VOTE: unanimous decision to table.

Minutes 2/8/11

Attending: M. McGuire (chair), J. McNamara, K. Downey, G. Zarate, J. O'Callaghan

Absent: Schubert, Fitz-gibbon

Old Business:

Discussion of problem with Adol Ed Chem program that passed in all committees last year but had only 29 credits in th content area. State requirements are 30 cr minimum.

New Business:

••• New Course Proposal: AST 100 – 1 credit introduction to Asia and Middle East. Concern expressed that a 1 credit course is the only common feature for all students in the minor. Replacing a 3 credit common feature. Proposal makes comparison to similar role played by ANT 102 and POL 100 but both are 3 credit courses. The content of this course is very substantial, hard to reconcile with a 1 credit time-span. Frequence code is missing in the course description and outline.

VOTE: unanimous decision to table.

•••Program Alteration: AMES minor

The new course options in the menus do not have (per their course descriptions) required Middle East or Asia elements. Another concern, this is a 16 credit minor but instruction under item “B” suggests it’s 13 cr minor – this needs rephrasing.

ANT 322 and other courses moved into the new category should be bolded.

VOTE: unanimous decision to table.

HELD OVER to next meeting:

New Course Proposals: crosslists to existing POL courses: CRM 202, 304, 404 (to match POL 202 304 404). Alteration of CRM program to include new courses – discussion to continue via email.

New Course Proposals: AAS 206

New Course Proposals and Alteration of Program: GRY 581, 585, change to MSED SSA

New Course Proposals and Alteration of Program: PSY 301, 404, change to PSY BA and BS programs.

Minutes 2/22/11

Attending: M. McGuire (chair), J. McNamara, K. Downey, G. Zarate, J. O'Callaghan,

Schubert, Fitz-gibbon

New Business:

••• New Course Proposals: CRM 202, 304, 404 (to match existing courses POL 202 304 404).

Each of the FORM 2s used for POL needs to include the existing course description from the catalog. Goals/Objectives are needed in each outline Course description in POL/CRM 202 needs to use “Topics will include” instead of “students will study.”

POL/CRM 404 needs to explicitly identify that this is a 3-way crosslist with AAS 404.

VOTE: unanimous decision to table.

••• New Course Proposal: AAS 206 Blues Appreciation in Culture.

 Response to question #6 needs to refer to specific courses in the catalog. Questions 4, 7,8, 11 and 12 need answers. Given the form of the AAS major a program change appears necessary. If this course is geared to discussion of the blues in the United States, then U.S. would be a better identifier than “American.” Typos in “Society” and in “and understanding”. Not clear why the word “trench” is used in the justification.

VOTE: unanimous decision to table.

••• New Course Proposal: GRY 581 Teaching GRY of NY State

Needs “3 cr.” in the course description. Course outline should include catalog course description. Q12 response has a reference to GRY 585 that looks erroneous. Department should consider listing full-time faculty member as an instructor.

VOTE: unanimous decision to contingent pass.

••• New Course Proposal: GRY 585 Teaching GRY of Sub Saharan Africa

Needs “3 cr.” in the course description. Course outline should include catalog course description. The GRY 585 “course outline” need not be attached, the syllabus contains all the key information

VOTE: unanimous decision to contingent pass.

••• Alteration of Program: change to MSED SSA to accommodate GRY 585, 581, 600 and 640.

In side-by-side both 600 and 640 should have “3 cr. hr.” noted.

VOTE: unanimous decision to contingent pass.

••• New Course Proposal: PSY 301 Research Methods for Psychology

Some typos in responses to Q2 (“psyhology”) and Q4 (“squence”). Course Outline needs goals/objectives.

VOTE: unanimous decision to table.

••• New Course Proposal: PSY 404 Research Methods for Psychology

Some typos in responses to Q2 (“psyhology”) and Q4 (“squence”). Course Outline needs goals/objectives. Not clear why 404 is repeatable to 9 credits if only 3 credits apply to the major.

VOTE: unanimous decision to table.

••• Alteration of Program: BA and BS Psychology to accommodate new courses and delete older courses; recategorize courses.

The committee will ask Psychology to send a representative to explain the side by side. Some typos in justification.

VOTE: unanimous decision to table.

HELD OVER to next meeting:

SST alteration of existing program

SST alteration of existing program #2

PSY alteration of existing program (Minor).