

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

**AGENDA**

1. Call to order
2. Adopt agenda
  - Committee Decision: adopted
3. 04/29/2024 minutes
  - Committee Decision: approved
4. Old items
  - Scheduling Fall 2024 meetings: The time that most respondents selected is 12:30-1:50 pm on Thursdays.
5. Proposal Reviews

Task	Decision and notes to be relayed
HON 490 - new course; requesting ESI	<p>Approve with notes</p> <p>Dear Dr. Sherman,</p> <p>On behalf of the Arts &amp; Sciences Curriculum Committee, I am pleased to inform you that the proposal for HON490 was recommended for approval with notes (below).</p> <ul style="list-style-type: none"> <li>• Please replace the ESI SLOs with those listed <a href="#">here</a>.</li> <li>• Please include modality and mode of instruction.</li> <li>• Please fix the typo in bullet #3 of Graded Class Discussions and Participation (2023 should read 2030).</li> <li>• We also ask that the readings that are due each week be specified in the course schedule.</li> </ul> <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>
HON 101 - change in	<p>Approved</p> <p>Dear Dr. Sherman,</p>

course description	<p>On behalf of the Arts &amp; Sciences Curriculum Committee, I am pleased to inform you that the proposal for HON101 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>
HON 105 - Change in description, title, request to add CER	<p>Approve with notes</p> <p>Dear Dr. Sherman,</p> <p>On behalf of the Arts &amp; Sciences Curriculum Committee, I am pleased to inform you that the proposal for HON105 was recommended for approval with notes (below).</p> <ul style="list-style-type: none"> <li>● Please replace the CER SLOs with those listed <a href="#">here</a>.</li> <li>● The new course description states that the course will “explore ways of knowing in various cultures”. Among the two sample syllabi provided, the degree of diversity of cultures included in the readings is highly varied. We ask that, as the course is passed between instructors, this part of the course description is respected.</li> <li>● Please ensure all syllabus information (course modality, instructor information, etc.) is added when the information is known</li> </ul> <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>
HON 106 - Change in description, title, request to add HUM	<p>Approve with notes</p> <p>Dear Dr. Sherman,</p> <p>On behalf of the Arts &amp; Sciences Curriculum Committee, I am pleased to inform you that the proposal for HON105 was recommended for approval with notes (below).</p> <ul style="list-style-type: none"> <li>● Ensure details are added to the syllabi about assignments, like in one of the samples you provide. These assignment details are an important part of SBC alignment.</li> <li>● Please ensure all syllabus information (course modality, instructor information, etc.) is added when the information is known.</li> </ul> <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>
SCH 490 - new course	Revise and Resubmit

	<p>Dear Dr. Sherman,  On behalf of the Arts &amp; Sciences Curriculum Committee, I am writing to inform you that your proposal for SCH490 was voted as “revise and resubmit.”</p> <p>The following changes are required:</p> <ul style="list-style-type: none"> <li>● Resolve the discrepancies in the number of credits: The course description (1 credit) and course syllabus (3 credits) are at odds.</li> <li>● Specify the course modality.</li> <li>● Remove the SBC designation category if it does not apply.</li> <li>● Update the LOs to make them more measurable. For example, LO1 could be refined a bit more. "Demonstrate and advanced understanding" is not measurable. What will students need to do to show you they have an "advanced understanding".</li> <li>● Indicate how class participation will be evaluated.</li> </ul> <p>Recommendation:</p> <ul style="list-style-type: none"> <li>● Reformat the course schedule. Removing extra lines would make the schedule more readable.</li> <li>● The rubrics could be strengthened by clarifying how varying points are assigned (e.g., if 4 points is the highest score, what determines if a student gets a 1, 2, or 3?</li> </ul> <p>We encourage faculty colleagues preparing the course material and proposal 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>
SCH 275 - update to title, description, prereqs	<p>Approve</p> <p>Dear Dr. Sherman,  On behalf of the Arts &amp; Sciences Curriculum Committee, I am pleased to inform you that the proposal for SCH275 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>SCH 276 - update to title, description, prereqs</p>	<p>Approved Dear Dr. Sherman, On behalf of the Arts &amp; Sciences Curriculum Committee, I am pleased to inform you that the proposal for SCH276 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>SCH 475 - update title</p>	<p>Approve Dear Dr. Sherman, On behalf of the Arts &amp; Sciences Curriculum Committee, I am pleased to inform you that the proposal for SCH475 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>

6. New items: moved to next week's agenda
7. Next meeting – Heads up for next meeting
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8. Adjournment