

Meeting called by	Chair	Type of meeting	Attendees
Arts & Sciences Curriculum Committee	Shyam Sharma	Proposal Reviews	Present: Angela Kelly, David Black, Erica Hackley Jonathan Anzalone, Michael Boerner, Qingzhi Zhu, Sara Santos; Shyam Sharma, Shellana Henderson; William Laffey Absent: Alexandra Pamfilie,

AGENDA

1. Call to order
2. Adopt agenda
 - Committee Decision: adopted
3. Approval of 04/05/2023 minutes
 - Committee Decision: approved
4. Old items
 - 200 level courses - note to be relayed to A&S Senate
These are rare at SBU because of the university's high (relative to many other institutions) upper-level course (300+) credit requirement. Many departments offer courses at the 300-level that are a 200-level class at other universities in order to help their majors meet the 39 upper-level course requirements. One result of this problem is a lack of intermediate courses that are prerequisites for upper-level courses. The odd course numbering dynamics at SBU also creates potential problems for student transferring in credit earned at other universities. I recommend that the SBU course numbering system be evaluated in the context of the upper-level credit requirement.
5. New items: Discussion
 - none
6. Proposal Reviews

Task	Decision and notes to be relayed
JRN 439 - Weathercasting & Environmental Reporting – Feature Story and	Approve with note Dear Dr. Ambrosio, On behalf of the Arts & Sciences Curriculum Committee, I am pleased to inform you that the proposal for JRN439 was recommended for approval with notes (below). <ul style="list-style-type: none"> ● Please make sure that the required policies are up to date. Please also update references to Blackboard. ● Please address the issue with point totals that were pointed out earlier.

<p>Mini-documentary Broadcasting</p>	<ul style="list-style-type: none"> ● Please make sure that the syllabus is ADA compliant (please remove unnecessary images and make sure the text is screen reader friendly). ● Please consider revising the idea of students being "ruthlessly critical" of each other in a journal that is confidentially shared with the instructor (p.9). ● Check typos (p.10, times at the bottom of p.13, spacing and missing words on p.14, etc.). <p>We will request an update to the bulletin based on the approval. It is up to you to adopt Committee feedback above (which didn't change the approval vote).</p> <p>With regards,</p> <p>Shyam Sharma Committee Chair</p>
<p>SUS 406 Coastal Housing Resilience</p>	<p>Approve Dear Dr. Aubrecht, On behalf of the Arts & Sciences Curriculum Committee, I am pleased to inform you that the proposal for SUS406 was approved.</p> <p>The next bulletin update will reflect the decision above.</p> <p>With regards,</p> <p>Shyam Sharma Committee Chair</p>
<p>HUR 241 Russian Cinema</p>	<p>Dear Dr. Geisherik, On behalf of the Arts & Sciences Curriculum Committee, I am pleased to inform you that the proposal for HUR241 was recommended for approval with notes (below).</p> <ul style="list-style-type: none"> ● The response letter contains a detailed description of the movie assignment that does not appear in the syllabus itself. Should that be pasted into the syllabus? <p>We will request an update to the bulletin based on the approval. It is up to you to adopt Committee feedback above (which didn't change the approval vote).</p> <p>With regards,</p> <p>Shyam Sharma Committee Chair</p>
<p>WRT 303 The Personal Essay</p>	<p>Revise and resubmit Dear Dr. Medved, On behalf of the Arts & Sciences Curriculum Committee, I am writing to inform you that your request for WRT303 was voted as "revise and resubmit."</p>

The committee raised the following concerns about the proposal:

- The instructor has addressed a lot of issues but there are a few issues that are still major. Assessment is one. Please clarify Discussion Board expectations. In the explanation from the instructor this is grouped under "Coursework" but discussions are not mentioned here at all. Is there a rubric for grading discussions? Will students have to respond to other students? Or are these treated as written assignments with no peer to peer interaction? Under 4) Drafts and Revisions, the syllabus still refers to "Roughly 50%" Please specify grading.
- Another major issue is accessibility. Please make the course ADA compliant. Some resources on accessibility (specific to color) for reference if instructor would like to review: <https://www.washington.edu/doit/20-tips-teaching-accessible-online-course>
<https://webaim.org/resources/contrastchecker/>

The Committee debated whether these should be “minor feedback” with approval but the vote leaned on the side of revision. These are straightforward issues and there are not many any more, so I hope you are able to address them fairly easily.

Please note that all *revised* proposals should be resubmitted using the Arts & Sciences Curriculum Committee – Revisions Form. In your resubmission, the committee asks that you 1) locate *this* 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.

We look forward to reviewing this proposal in its revised form.

With regards,

Shyam Sharma
Committee Chair

7. Next meeting – Heads up for next meeting

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8. Adjournment