

<b>Meeting called by</b>	<b>Chair</b>	<b>Type of meeting</b>	<b>Attendees</b>
Arts & Sciences Curriculum Committee	Shyam Sharma	Proposal Reviews	<b>Present:</b> Jonathan Anzalone, Michael Boerner, Sarah Hamideh, Ross Nehm, Sara Santos, Shyam Sharma; Erica Hackley, Kristin Hall, Alexandra Pamfilie  <b>Absent:</b>

**AGENDA**

1. Call to order
2. Adopt agenda
  1. Committee Decision: adopted
3. Approval of 12/07/23 minutes
  2. Committee Decision: approved by email back in December
4. Old items
  3. None
5. New items: Discussion  
COI guidelines – discussed briefly and moved to next meeting
6. Proposal Reviews

<b>Task</b>	<b>Decision and notes to be relayed</b>
New Course— AAS 3xx/KOR 3xx The Unending Korean War	<p>Revise &amp; Resubmit</p> <p>Dear Dr. Kim,</p> <p>On behalf of the Arts &amp; Sciences Curriculum Committee, I am writing to inform you that your request for approval of AAS 3xx/KOR 3xx was voted as “revise and resubmit.”</p> <p>Because there are a number of issues that need to be addressed in the syllabus submitted, we ask the instructor to review and address all relevant items in the checklist <a href="#">here</a>. Please address issues including, but not limited to, the following:</p> <ul style="list-style-type: none"> <li>● Strengthen syllabus by addressing the following topics.</li> <li>● Grading scheme: clarify with numerical examples how excused absences will impact students’ course grades (see: Attendance and make up policy);</li> <li>● Outline the criteria that define “poor behavior and conduct” so that students are aware of the issues that could lead to them being removed from the class;</li> <li>● Expand upon the rubric for the cogenerating dialogues by specifying how points will be allocated within categories (e.g., what defines 1, 2, 3, 4, 5 points).</li> <li>● Learning Objectives: Please add course-specific learning objectives; these could be modified from the questions written in the "About the course" section.</li> <li>● Please also list the mode of instruction and modality in the syllabus.</li> </ul> <p>One effective strategy used by instructors to save time when developing new courses, or when there are many or major issues to revise, is to adapt <a href="#">the CELT template</a> (which we don’t require but recommend) to fit their needs.</p>

	<p>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>
<p>Revision - New course–LCS–HUE: 220 Modern Ukraine</p>	<p>Approve with notes Dear Dr. Gesharik,</p> <p>On behalf of the Arts &amp; Sciences Curriculum Committee, I am pleased to inform you that the proposal for revision of HUE 220 was recommended for approval with notes (below).</p> <ul style="list-style-type: none"> <li>• Thank you for addressing several concerns raised in the prior review. The committee recommends addressing a few remaining issues. Please modify learning objectives to make them more measurable. For example, "better understand" could be modified to clarify how growth in knowledge is measured or specify the practice that will elicit improved understanding. CELT provides additional recommendations: <a href="https://www.stonybrook.edu/celt/teaching-resources/resource-guides.php">https://www.stonybrook.edu/celt/teaching-resources/resource-guides.php</a></li> <li>• Also, the points allocated to each assignment could be clarified. For example, how much is each discussion post worth, and what criteria will be used to assign points?</li> <li>• Finally, <b>the SBC SLOs must be included verbatim and separately</b> (required).</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>
<p>Revision - new course–LCS–FLA 320 Pedagogy in Practice</p>	<p>Approve with notes Dear Dr. Jourdain,</p> <p>On behalf of the Arts &amp; Sciences Curriculum Committee, I am pleased to inform you that the proposal for revised FLA 320 was recommended for approval with notes (below).</p> <ul style="list-style-type: none"> <li>• The description of the course as “hybrid” should be modified because the course is fully online. Stony Brook’s definition of hybrid includes in-person and online components. The course as described is best described as an online, synchronous course.</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>
LCS–ITL 436 - change from LEC to LEC/LAB	<p>Approve</p> <p>Dear Dr. Jourdain,</p> <p>On behalf of the Arts &amp; Sciences Curriculum Committee, I am pleased to inform you that the proposal for change in instructional mode for ITL436 was approved.</p> <p>The next bulletin update will reflect the decision above.</p> <p>With regards,</p> <p>Shyam Sharma Committee Chair</p>
New Course–SoMAS–MAR 106 Life in Our Ocean	<p>Approved with notes</p> <p>Dear Dr. DeBonis,</p> <p>On behalf of the Arts &amp; Sciences Curriculum Committee, I am pleased to inform you that the proposal for the new course MAR106 was recommended for approval with notes (below).</p> <ul style="list-style-type: none"> <li>• Please ensure that <a href="#">SBC Learning Objectives</a> are copied verbatim and separately.</li> <li>• SNW has two associated LOs, but this syllabus contains three; please fix.</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>
Revision - New course–E&E–BIO 209 Fundamentals of Scientific Inquiry in the Biological Sciences IIC	<p>Approved</p> <p>Dear Dr. True,</p> <p>On behalf of the Arts &amp; Sciences Curriculum Committee, I am pleased to inform you that the proposal for revision of BIO 209 (modality, grading scheme, office hours) was approved.</p> <p>The next bulletin update will reflect the decision above.</p> <p>With regards,</p> <p>Shyam Sharma Committee Chair</p>
New Course–AAS 2xx/KOR 2xx Korean American Literature	<p>Revise &amp; Resubmit</p> <p>Dear Dr. Kim,</p>

	<p>On behalf of the Arts &amp; Sciences Curriculum Committee, I am writing to inform you that your proposal for new course AAS/KOR 2xx (Korean Literature) was voted as “revise and resubmit.”</p> <p>The committee made the following revision recommendations:</p> <ul style="list-style-type: none"> <li>● Identify course-specific outcomes and align them more explicitly with the assessment plans when revising the syllabus.</li> <li>● Use the up-to-date institutional policy statements (linked <a href="#">here</a>).</li> <li>● Provide a more detailed description of the "attendance and participation" portion of the grading to explain more concretely how participation will be assessed;</li> <li>● Add more information about the Co-generating Dialogue assignment; it is not clear that this is a group project/presentation until the end of the description.</li> </ul> <p>Suggested:</p> <ul style="list-style-type: none"> <li>● Meet with Assessment Specialist in CELT for assistance in developing rubrics.</li> <li>● Add ISBN numbers for required text to make it easy for students to locate.</li> </ul> <p>One effective strategy used by instructors to save time when developing new courses, or when there are many or major issues to revise, is to adapt <a href="#">the CELT template</a> (which we don't require but recommend) to fit their needs.</p> <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.</p> <p>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>
<p>Change in Delivery–PSY 103: Introduction to Psychology</p>	<p>Approve with notes</p> <p>Dear Dr. Moyer,</p> <p>On behalf of the Arts &amp; Sciences Curriculum Committee, I am pleased to inform you that the proposal for change in delivery method of PSY 103 was recommended for approval with notes (below).</p> <ul style="list-style-type: none"> <li>● Clarify course modality under "Course Delivery Mode" (where it states "online (synchronous/asynchronous)," it should say "online synchronous");</li> <li>● Remove all sections that don't apply to the course, such as discussion board and bibliographical information;</li> </ul>

	<ul style="list-style-type: none"> <li>• To better demonstrate alignment of SLOs and course content/ assessments, consider adding a notation for Course LOs and SBC LOs; as written in the course schedule it is a little confusing since there are just numbers;</li> <li>• Consider adding more information on the Research participation component of the grade.</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>
<p>Revision - change in SBC–HIS–HIS 261 Change &amp; Reform in US, 1877-1919</p>	<p>Approve with notes</p> <p>Dear Dr. Zolov,</p> <p>On behalf of the Arts &amp; Sciences Curriculum Committee, I am pleased to inform you that the proposal for change in SBC for HIS261 was recommended for approval with notes (below).</p> <ul style="list-style-type: none"> <li>• Copy verbatim (and separately) the GLO and HUM SLOs (in addition to the course-specific SLOs already listed);</li> <li>• Revise SLOs to make them more measurable: notation that more explicitly shows SLO alignment with assessment component: words such as "understand" are not considered measurable. CELT has a self-paced resource guide in Creating SLOs;</li> <li>• There is a section that begins to explain the link between the SBC SLOs and assessments but the alignment isn't quite clear. There is a good distribution of assessments but recommend to add a column that shows the alignment of the specific SLOs for the course and SBCs;</li> <li>• Remove the D- from the grading scale to match SBU's grading system.</li> <li>• Consider using the most updated CELT syllabus template: some statements such as Tech Requirements, Student Success Resources have changed. The "Keep Learning Student Tech Guide" is no longer available as this was a COVID resource.</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>
<p>"Other"--SOC–Update to sample course sequence</p>	<p>Approve</p> <p>Dear Dr. Haller,</p> <p>On behalf of the Arts &amp; Sciences Curriculum Committee, I am pleased to inform you that the proposal for update to SOC course sequence was approved.</p> <p>The next bulletin update will reflect the decision above.</p> <p>With regards,</p>

	Shyam Sharma Committee Chair
New Course–AAS 358–China's Language, Media, and Popular Culture in Global Context	<p>Approve with note Dear Dr. Wang,</p> <p>On behalf of the Arts &amp; Sciences Curriculum Committee, I am pleased to inform you that the proposal for AAS 358 was recommended for approval with notes (below).</p> <ul style="list-style-type: none"> <li>• Copy the SBC objectives verbatim and separately (required by university).</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>
Revision - New course–Hispanic Languages–HUS 150 Indigenous Cultures of Latin America	<p>Approve Dear Dr. Firbas,</p> <p>On behalf of the Arts &amp; Sciences Curriculum Committee, I am pleased to inform you that the proposal for HUS 150 was approved.</p> <p>The next bulletin update will reflect the decision above.</p> <p>With regards,</p> <p>Shyam Sharma Committee Chair</p>
"Other"--Biochemistry –BCH - Update to sample course sequence	<p>Approve Dear Dr. Holdener,</p> <p>On behalf of the Arts &amp; Sciences Curriculum Committee, I am pleased to inform you that the proposal for updates to BCH course sequence was approved.</p> <p>The next bulletin update will reflect the decision above.</p> <p>With regards,</p> <p>Shyam Sharma Committee Chair</p>

7. Next meeting – Heads up for next meeting

○

8. Adjournment