

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

AGENDA

1. Call to order
2. Adopt agenda
 - Committee Decision: Adopted
3. 04/15/2024 minutes
 - Committee Decision: approved
4. Old items
 -
5. New items: Discussion & Planning
Addressing some housekeeping tasks this spring:
 - a) Update [website](#)
 - b) Publish [policies](#)
 Terminological & policy clarity:
 - c) Define/operationalize terms
 - d) Update checklist
6. Proposal Reviews

Task	Decision and notes to be relayed
New course: ARB 311 - Arabic Conversation	<p>Revise and resubmit</p> <p>Dear Dr. Ahyad,</p> <p>On behalf of the Arts & Sciences Curriculum Committee, I am writing to inform you that your proposal for ARB 311 was voted as “revise and resubmit.”</p> <p>The committee made the following revision recommendations:</p> <ul style="list-style-type: none"> ● List the Student Learning Outcomes, verbatim, for the three SBCs listed on the syllabus. ● Indicate how the assigned tasks will help students achieve the specified learning outcomes. ● The syllabus indicates that students will lose half a point for each absence after the first three. Specify from what (the total course grade?) the half points will be deducted. ● There's a reference to Blackboard--change it to Brightspace. Update the location of SASC to SB Union Suite 107. ● Add tentative days/times when the class meets. Add three hours of office hours (these may change when the course actually runs).

	<ul style="list-style-type: none"> ● Include the assigned readings, quizzes, and homework assignments in the course schedule. <p>We encourage faculty colleagues preparing the course material and proposal to use the relevant checklist here 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 & Sciences Curriculum Committee – Revisions Form. 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 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.</p> <p>If it would help, as chair of the Committee, I would be willing to assist you or the instructor of record to go over the reviewers' revision requests. Please do not hesitate to let me know.</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 AAS/KOR 2##: Korean American Literature</p>	<p>Revise and Resubmit</p> <p>Dear Dr. Kim,</p> <p>On behalf of the Arts & Sciences Curriculum Committee, I am writing to inform you that your proposal for AAS/KOR2## was voted as “revise and resubmit.”</p> <p>The revised syllabus does a great job of broadening the scope of the course description to address the A&SCC's notes. The course-specific learning outcomes are also stronger. However, there are a few basic issues that must be addressed for approval.</p> <ul style="list-style-type: none"> ● The learning objectives for the specific SBCs are not listed verbatim. It seems the USA and DIV learning outcomes have been removed from this version of the syllabus. It is still noted under LO that "Successful completion of this course will fulfill the Student Learning Outcomes of the USA and DIV requirements of the Stony Brook Curriculum" but those LOs are not listed. ● It is not clear how the revised syllabus is addressing #2 in the revision letter; the reviewers were asking for a more explicit alignment of the assessment component with SLO but that seems to be still missing. ● Please clarify how Workshop Attendance and Engagement are different from Attendance and Participation. How is Participation evaluated? The grades assigned to participation seem limited in achieving the level of participation and engagement as outlined in the same section ("participatory format that is dialogic and student-centered, in which students are expected to come to class on time having completed all the readings for that class session and ready to productively engage in class discussions and activities"). ● A few other notes: <ul style="list-style-type: none"> ○ Please move the description of assignments under the Assignments section so they are together; ○ The assignment due during Spring Break may not be fair to the students;

	<p style="text-align: center;">○ Please fix the links included under Student Success Resources.</p> <p>We encourage faculty colleagues preparing the course material and proposal to use the relevant checklist here 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 & Sciences Curriculum Committee – Revisions Form. 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 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.</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 NAI 211: Introduction to Native American Literatures, Cultures and Art</p>	<p>Approve with Notes</p> <p>Dear Dr. Newman,</p> <p>On behalf of the Arts & Sciences Curriculum Committee, I am pleased to inform you that the proposal for NAI211 was recommended for approval with notes (below).</p> <ul style="list-style-type: none"> ● Grades don't seem to add up correctly: add 10 points to the assignment chart for "Source Reports" so that total equals 100 pts? ● Link to grad grading chart seems unnecessary since no indication that the course can be taken for grad credit ● Perhaps create your own rubric for multimedia presentations modeled on Pomona rubric ● Great course! The reviewers all want to take it. <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 NAI 488: Internship</p>	<p>Approve with notes</p> <p>Dear Dr. Newman,</p> <p>On behalf of the Arts & Sciences Curriculum Committee, I am pleased to inform you that the proposal for NAI488 was recommended for approval with notes (below).</p> <ul style="list-style-type: none"> ● The revision has addressed all of the major concerns noted by the reviewers. ● For the core LOs, the 2 reflection papers seem to reflect LO3, but it is not clear how students' interpersonal (communication?) competency with members of the Native American community will be assessed. EXP+ LOs seem better fleshed out, as stated in the Assessment plan section (assuming that LO4 indicates that the report goes through faculty feedback and revision). ● The syllabus included is essentially a template for creative adaptations; providing instructors a template that better fleshes out the core LOs could foster diverse pedagogies within clearer course outcomes, and that would better facilitate course and

program assessment down the road. If you're interested, see [CELT's template](#) for tutorial/independent study courses for ideas.

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.

With regards,

Shyam Sharma
Committee Chair

7. Next meeting – Heads up for next meeting

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8. Adjournment