

Meeting called by	Chair & Notetaker	Type of meeting	Attendees
Arts & Sciences Curriculum Committee	Shyam Sharma	Proposal Reviews	Shyam Sharma, Erica Hackley, Rene Anderson, Brooke Belisle, Qingzhi Zhu, David Black, Michael Boerner, Randy Thomas, Kristin Hall, Jonathan Anzalone

**Agenda Discussion:**

1. Call to order
2. Adopt the agenda
  - *Committee Decision: Adopted*
3. Approval of 4/19/22 minutes
  - *Committee Decision: Approved*
4. Approval of 8/31/2022 meeting minutes
  - *Committee Decision: Approved*
5. Old items
  - Review Guidelines – continue to use and improve
6. New items: Discussion
  - None
7. Proposal Reviews

Course	Decision and notes relayed
MUS 208 (Change in delivery)	<p>REVISE AND RESUBMIT</p> <ul style="list-style-type: none"> <li>● Include <a href="#">SBC</a> curricular goals, verbatim, from the bulletin.</li> <li>● Show in assignment and assessment how the SBCs goals are achieved.</li> <li>● Include the bulletin description of the course (committee members noted that this is required so we're asking it for new courses). Additional description can be separately included to further inform students about the course.</li> <li>● Pre/co-requisites do not match course bulletin; please address this.</li> <li>● Include course modality explicitly in header section ("course modality differences are buried in course information section, synchronous and asynchronous components should be made clearer to students (i.e. put in their own section)").</li> <li>● Update the learning outcomes <a href="#">language</a> to indicate that they can be assessed: "Some of the learning outcomes are not "measurable." Instructor describes outcomes with "develop an understanding" and "develop vocabulary." How useful is it to show an</li> </ul>

	<p>understanding of how computers work in quizzes, instead of “using” them to get things done in the context of this course, since this is not a course on computing? Could students “use” the new vocabulary instead of just develop it?).”</p> <ul style="list-style-type: none"> <li>• Update required policies: “SASC statement is out of date (DSS and location incorrect); “resources for students” links redirect to out of date/dead pages.”</li> </ul> <p>A colleague reviewing the course suggested consultation with DoIT “since the last CELT training was nearly 10 years ago.” This suggestion was presented to highlight the need for modality-specific details the reviewers thought students would need in the syllabus.</p>
Deactivate CDT courses	APPROVED
MAR 334 - change in prerequisites	APPROVED
ART ACE courses - ARS 225 & ARS 281  (HS courses equivalent to SBU courses)	<p>REVISE AND RESUBMIT</p> <ul style="list-style-type: none"> <li>• Update learning outcomes in order to reflect those of the equivalent courses at SBU. While they don’t need to be identical, please also pay attention to SMART nature of curricular goals in terms of assessment. You can find SBU guidelines about this <a href="#">here</a>.</li> <li>• Include SBC (Stony Brook Curriculum) designation <a href="#">curricular goals for ARTS and TECH</a>. Because high school students taking the proposed equivalent courses will also receive the SBCs of ARS 225 and ARS 281, the course must include AND demonstrate the fulfillment of those learning outcomes in the assessment, instruction, and assessment. That is, the revised course syllabi must sufficiently demonstrate that these gen-ed educational outcomes will be met by the substance, pedagogy, and assessment of the listed outcomes.</li> <li>• Make the grading policy clearer by unpacking what “exercises” are and describing the major projects that account for 50% of the course credit.</li> <li>• Reviewers noted the reference to “legal” and “illegal” absences; they suggested that this type of language, unless it is a technical term common in high schools, could be avoided.</li> <li>• Finally, Stonybrook should be written as Stony Brook.</li> </ul>
ATM 397	<p>REVISE AND RESUBMIT</p> <p>The Committee decided that the requested title change is broad enough to warrant a review of the syllabus itself. There was actually a missing document in the submission and we wondered if you actually meant to provide us with the syllabus as additional material to review the request in fuller context. If the new title represents the course’s content, goals, and assessment/outcomes, we will approve it ASAP.</p>
Proposal for a new minor - Climate Solutions	

8. Next meeting
9. Adjournment