

Minutes

College of Arts & Sciences Curriculum Committee

February 12, 2002

Present: Prof. Phelan, Chair, Profs. Boquet, Epstein, Hannafey, Hill, McSweeney, Rakowitz, Rosivach, Schlichting, Simon, Dean Snyder, Prof. Wolfsdorf

1. Secretary: Prof. Schlichting
2. Minutes of meeting of January 29, 2002 - approved
3. Motion to add discussion of a new course approval form for one week courses to agenda - approved
4. New Course Proposals
 - a. Physics 75 Physics of the Human Body - move to accept

Prof. Rosivach raised the question of why this course was being offered this semester for a second time without Curriculum Committee approval. Prof. Hill commented that departments/ chairs simply turn in courses to the registrar without enough scrutiny.

Prof. Wolfsdorf stated that the proposed course was a good one and that, in the future the A & S Curriculum Committee should avoid loopholes that allow new course to be offered a second time without formal approval.

Prof. Rakowitz pointed out that the Physics Department minutes do not include any substantive discussion of the course. Profs. Boquet and Rosivach questioned the homework requirement having no percentage in the overall grading and that the grading for the homework assignments should be clarified. Prof. Rakowitz suggested that the Committee ask the Physics Dept. to have more substantive discussion of new course proposals in the future

Move that course be approved: Yes - unanimous

- a. English 385 The New Woman in American and British Literature, 1900-1935 - move to accept

Prof. Rosivach suggested that the attendance policy be clarified. Prof. McSweeney asked that if a course is cross-listed, does the Committee need a letter of support from the second department/ program in which the course is cross-listed.

Prof. Schlichting raised the issue of adding new specialized, upper-level courses in the English Department which result in additional sections of core-courses taught by adjuncts. A general discussion of the issue of adjuncts, enrollment caps, and team-taught courses ensued.

Prof. Rosivach stated that many faculty are only teaching two sections of English each semester and do not cover a section of either English 11 or 12, necessitating the hiring of adjuncts. Prof. Boquet added that Department policy was that if a faculty member had a reduced course load (2 - sections), one of the two courses should be a section of English 11 or 12. Prof. Hill stated that the Biology Department has the same problem. Dean Snyder pointed out that the English Department curriculum covers all of the broad areas of the discipline and that many faculty teach specialized courses. The problem of the reliance on adjuncts is part of a more global problem of staffing in A & S and it was an issue the Curriculum committee should address. Prof. Epstein added that the English Department fulfills many roles including covering major core requirements as well as staffing the English major with concentrations in both literature and writing.

The sense of the Committee was for the need to form a subcommittee to study the issue of adjuncts, course enrollment caps, and team teaching.

Motion to form subcommittee: approved

Subcommittee: Profs: McSweeney, Rosivach, Schlichting

Move that course be approved: Yes - unanimous

- a. ENW 336 Issues in Professional Writing - move to accept

Prof. Hill commended the course proposal for its detail and thoroughness.

At this point in time the meeting was interrupted by the unfolding hostage situation in Canisus Hall. The committee left C-100 and went to the plaza and from there to the lounge area on the second floor of Donnarumma. The committee continued its deliberations for a few minutes. Dean Snyder arrived and asked that the building be evacuated. The Committee decided to leave and the Chair (Prof. Phelan) suggested that she contact the members by e-mail and ask for e-mail comments/ recommendations about the remaining courses on the agenda. Given that the committee would not be able to meet again before the deadline for submission of all courses for the fall of 02, this would provide a mechanism to allow for approval of the remaining new courses on the agenda. The Committee agreed and a motion for adjournment was made. Everyone left the building.

5. E-mail discussion/ approval of additional courses.

Prof. Phelan solicited comments/ suggestions and recommendations for approval/ not approval of the three remaining new course proposals.

Following is a summary of the committee's e-mail deliberations.

ENW 336 has full approval contingent upon: acquisition of necessary journals reconciliation of discrepancy between grading equivalents on syllabus vs. university catalog clarification of final statement regarding "syllabus subject to change"

RS 389 has full approval, but we request the syllabus be more detailed for the students, and a

statement should be included regarding if and how students will be provided with feedback on final paper (50%) and class participation (20%).

EN 319/BI 319 was approved, although several committee members raised concerns about team-teaching a course of 30 students.

Prof. Rosivach suggested that it seems appropriate (as long as it does not fall below 30) since it is an upper level course, which usually enrolls a much smaller number of students. Also, it is listed as a lecture/discussion, not a seminar. Others were concerned about the fairness of team-teaching that small of a number of students, and asked if this would set a precedent, or require "special" approval. How is the cutoff determined? Phelan suggested that we approve the course as is, recommending adherence to the minimum class size requirement. She suggested that the format of team-taught courses be addressed in the very near future, since many courses are falling into this category. If a new policy is set in place, this course (and others like it) may need to be reformatted.

The Committee recommended a 30 student minimum class size. The issue of class size and guidelines for team taught courses will be added to the agenda for a future meeting.

Kurt Schlichting