

**Arts and Sciences Curriculum Committee Meeting Minutes
Tuesday, October 21, 2014
BCC 204**

Present:

Steven Bayne
Scott Hiller
Terry-Ann Jones
Margaret McClure
David McFadden

John Miecznikowski
Kathryn Nantz
Laura Nash (Chair)
Michael Pagano
James Simon

Guests:

Brian Walker
Shelley Phelan
Eileen O'Shea

The meeting was called to order at 3:30 p.m.

Approval of Minutes

Minutes dated September 23, 2014 submitted by Elizabeth Boquet

- Professor John Miecznikowski noted:
 - under BI 310 his name was misspelled
 - Simon was recorded as ex –officio, should be listed as a member of the Committee
 - In previous minutes only the course number was listed, suggested adding course name as well

Professor Laura Nash (Chair of Committee) will adjust minutes

Motion to approve: Simon; McFadden seconds; all voted in favor

Minutes dated September 30, 2014 submitted by Steven Bayne

- Miecznikowski noted the special typeface characters appear oddly; Bayne pointed out it must be a font not everyone has access to

Motion to approve: McFadden; Miecznikowski seconds; all voted in favor

EV 302:

For those who did not attend the preceding, special meeting, Nash reported the Committee met on Friday, October 17, 2014 to discuss EV 302

It was Conditionally Approved with the following conditions:

- Jim Biardi and the Environmental Steering Committee can provide minutes to show that they discussed and approved this is a special topics course
- Add a benchmark to the syllabus, creating an equal bar/expectation across all types of research
 - Jen's syllabus has been received, however, minutes have not been obtained yet. Once all is collected and in order, Nash said she would will approve, as chair.

Discussion of proposed Health Studies Minor

Professor Eileen O'Shea stated that the group was charged as facilitators for the Integrated and Nursing Health Studies Initiative launched in Spring 2013 by previous Dean Robbin Crabtree.

Goal of initiative is to enhance undergraduate student learning about:

- health care delivery
- health care in general in the U.S.
- to expose undergraduate students to the health care industry

The first pedagogical initiative was to propose a minor in Health Studies. Committee members met with faculty across campus as well as the Dean. In the summer a subcommittee was formed to draft a proposal.

Professor Shelley Phelan described the purpose of this minor program as to:

- potentially benefit students across the university, benefitting any cohort of students
- design a curriculum that would give students a better understanding and appreciation for the complexities of the health care system and the health care delivery
- understand the interdisciplinary nature and the different perspectives that go into the complexities
- process and use this interdisciplinary critical thinking and apply it to a particular project

Phelan noted the minor would require:

- 15 credits
- Health Studies 101- Introduction to Health Studies (new course) covering critical essential topics in health care and health studies that all students participating in minor should receive
- 3 electives - 1 from each of 3 elective lists
- Health Studies Capstone Experience

Discussion of Health Studies Minor

- Professor Kathryn Nantz questioned if 15 credits for this minor was enough. Did the Committee discuss the possibility of a sixth course?
- Phelan commented that there was concern of an additional course as many students are already doing capstones within their majors. The Health Studies capstone was meant to be a unique, significant experience, approached a little differently than the capstone within their major.
- O'Shea pointed out that one challenge was that many disciplines do not have opportunity to take many electives. They did not want to compromise students not going for this minor if they did not have space in their major to take additional courses
- Nantz asked if all courses on list currently available. Phelan confirmed they were all existing or approved courses
- Miecznikowski expressed concern of two capstone experiences – one here, one in the major – as being too difficult for science students. Phelan noted that students may look at their capstones through different lenses. They may combine and complement each other. She did not feel as though it is was an unreasonable amount of work
- Associate Dean Brian Walker stressed that policy, social issues, and the bigger picture was what the minor was all about. He commented on the important component of pairing this with any major in the College of Arts and Sciences having a career that has some sort of health related aspect to it. Additionally, everyone will experience personal and family health issues and as consumers, this is essentially important.
- Miecznikowski questioned the different levels of depth within the science courses. Phelan explained there was a range of various factors that go into human health - not so much about depth in one particular science area, but a general understanding of the science and technology behind human health. She noted that a great addition, moving forward if the minor was approved, would be to have the director of the program make sure that faculty were aware the Committee would be constantly looking at adding courses to the list for the minor, as well as putting out a call for proposals
- Professor Steven Bayne questioned how Philosophy of Science, PH 215, was related to Health Studies. Phelan noted many science students enroll in the course, and have said there are topics related to Human Biology within it. As she is not sure at what extent that may be, the Committee will look further into that
- Bayne is concerned of how frequently PH 205, Ancient Medicine and Philosophy, is offered, and encouraged adding PH 250, Ethical Theory. He also inquired about the first course, Introduction to Health Studies, and why it narrowly focused on modern health issues in America rather than modern health care issues (globally). Walker noted that focusing on U.S. health issues was a broad enough topic to fill the course. There was a large hole in this area, as some of the other courses have more background

- Bayne was concerned of prerequisite for Health Studies 101, declaring a Health Studies Minor. This closes the option for other students that may want to take this course without declaring the minor
- Bayne was concerned of HS 101 and 399 being taught as overloads, and if academic standards will be met. Phelan stated the courses are not contingent on overloads
- Professor David McFadden suggested adding to the proposal the assumption that the course should be part of load, and there may be exceptions where an overload is needed.

Walker stated they needed documentation by the departments in order to move this forward. Simon noted the final page of the proposal regarding budget said overload or course release

- Nantz was concerned of resources for adjunct and faculty lines, as well as prerequisites for certain science courses. It may be difficult for students not in the health/science area to declare the minor. Phelan pointed out the non-major science courses were available for that purpose
- Nash questioned the purpose of the minor for graduate school. Pagano believed it would help students differentiate themselves, and broaden their background
- Nash inquired if the capstone was to be done concurrently with the major capstone. Phelan noted that had not been specified yet. However, the capstone could only be taken with one of the electives

Phelan, Walker and O'Shea exit the room

- Miecznikowski suggested the Committee check with other departments to see how other courses may fit in, as well as, looking at prerequisites issues discussed
- Professor Michael Pagano questioned if an official Program was needed to house this minor. Simon stated that this is a minor, not a degree-granting program. McFadden suggested possible language changes in the definition of Proposal so as to be reflecting a Program as well as a Minor

McFadden moves to Not Approve, send back proposal and revise, Miecznikowski seconds
After discussion, McFadden withdraws the motion

Motion: Conditionally Approve – James Simon

Second: Terry Ann Jones

Approved with one abstention

Conditioned on the sponsors polling every department in Arts and Sciences, sharing this list of potential courses for the minor, and asking for courses that should or should not be on it due to prerequisites and other issues.

Nash will collect an annotated list of courses from the chairs.

Discussion of course Health Studies 101

- Pagano noted the idea is that someone is going to direct this course, and hopefully use a variety of people from different departments to give lectures and make it truly interdisciplinary.
- Nash pointed out the minor has not been approved. The Committee concluded the course will be approved contingent on the approval of the minor

Bayne commented:

- The prerequisite for the Health Studies minor was ill advised, as the course required you sign up for the minor
- Disliked the mention of the overload in the new course proposal form (9b).
- The outcomes seemed more like goals, they don't seem measurable
- Answer to number 11 seems to be for another course

- Jones was concerned with the limited U.S. focus
- Simon noted a change to the course proposal form is needed. Number 11 referred to departmental offerings, however this course does not reflect a departmental issues

Motion: Conditionally Approve: Michael Pagano

Second: Scott Hiller

All in Favor

Conditions:

1. Change prerequisites for the course
2. Change in 9 b regarding overload language
3. Global Focus, perhaps taking out the reference to America and leaving it blank
4. Revise content in number 11

Proposed Capstone course

Simon noted there are best practices to follow in a syllabus which are not specified in the Journal of Record, nor in the New Course Proposal form. The current proposal lacks the accommodation of disability, academic honesty, phrasing of class participation. However, these practices mentioned are not mandated. He asked that the Committee not refuse to accept this on those grounds, but to highlight that for the authors, if it's worth going through for other reasons.

Simon said the Journal of Record does state the need to note the impact of the attendance on grading; it must be specified in the syllabus required for each course. This is lacking from the proposal and should be required.

McClure is concerned of the tremendous amount of work this would be for the professor in teaching this course

Motion: Not Approved: Terry Ann Jones

Second: Margaret McClure

All in Favor

Sponsors will be asked to focus on:

1. Scheduling
2. Cohort Size
3. Define if the capstone is to be worked on concurrently or not concurrently with capstone in student's Major
4. Goals/Objectives
5. Refer to the Instructional Guide Book, and note that syllabi should have class participation, the impact of attendance on rating, measurable student learning outcomes, academic honesty statement, reference to IDEA categories, and accommodation of disability

Closing Comments

Nash suggested creating a subcommittee to start addressing some of the procedural changes, discussed at committee meetings this year, that need to happen.

Simon expressed his pride in the Committee for wanting pay more attention to the impact of a proposal on other departments. He believed there would be Journalism and PR proposals coming through, and mentioned that Nash, as chair, may want to warn them that they will be expected to contact other departments.

The Committee decided to explore online initiatives to address changes on proposal form.

The meeting was adjourned at 5:00 p.m.

Respectfully submitted,

Jean Siconolfi

