

Arts & Sciences Curriculum Committee

Meeting of November 14, 2017

Canisius 8 3:30-5pm

Draft of **MINUTES**

Members in Attendance: Brunn-Bevel, Drake, Garvey, Greenwald, McSweeney, Nguyen, Ruffini, Steffen, Striuli

Invited Guests in Attendance: Terry-Ann Jones (representing International Studies) and Janie Leatherman (representing Politics)

Call to Order: 3:30pm

Approval of Minutes from Meeting of October 10, 2017: No amendments or corrections. Steffen motioned to approve; McSweeney seconded; All in favor

Actions Taken by the Chair

- Approval of Special Topics Courses
 - FTM 201C: Filmmaker Studies: Hitchcock
 - FTM 210A: Audio Post-Production: Film, TV, Radio
 - MU 200D: Audio Post-Production: Film, TV, Radio
 - AY 390: Anthropology & Education
- Name changes
 - TA 150 from Stagecraft to Introduction to Entertainment Technology
 - FTM 234 from Directing for Film and Television to Directing for Film, Television, and Media

IL 154: Contemporary Issues Affecting the Global Business Environment

- International Studies is housed in two schools CAS and DSB. All faculty members have been in CAS until this year when Economics moved to DSB. That is why approval should go through DSB's curriculum committee and ASCC.
- This course was developed out of student interest and demand that was recognized in the international studies self-study review
 - Course covers how do international events affect the business world?
- Professor Helena O'Keefe created the course with help from several business faculty members
- This course would be offered as an elective to International Studies and International Business majors
 - This is not a required course, it will be offered as an elective. There are no courses that are similar so it would not replace another course that is currently offered.

Discussion

Amendment necessary for course pre-requisites: EC 11 and 12 for DSB students and IL 53 for CAS students

- Striuli: Would the material be updated and revised for each offering?
 - Yes, the instructor has agreed to refresh the course reading materials to cover contemporary events
 - Since the proposal says the course will cover contemporary issues, the reading materials will not have to go through departmental approval each time it is changed. She will just need to make sure the topics are covered on the syllabus
- How often will this course run?
 - If approved, it will run next fall and will see how it goes. The plan is to offer it once a year. If the demand is strong they will reevaluate.
 - A professor of the practice will teach it. There are two other International Studies faculty members that are interested in teaching this course if the demand is there.
- Accommodations: change verbiage to tell students to bring documentation if they need special accommodations for exams
- Ruffini: Difficult to understand how much workload required especially in the readings
 - It will vary through the course. There may be shorter articles or longer textbook readings assigned. The textbooks will provide foundational information while the articles will be more up to date information.
- Martin: There is a requirement for students to write three reflections throughout the semester.
 - Suggestion: it may be better to space them out instead of three all at once or wait until the end of the semester to turn them in
 - Maybe have different junctures during the semester to submit to prevent students from turning the work in all at once

Motion: Steffen moved to approve; Garvey seconded; All in favor.

Politics Curriculum Revision Proposal

- 2013-14 Self Study resulted in this proposal. Collected different ideas from other Jesuit Schools and took suggestions from external reviewers.
- Changes covers: course sequences, themes, capstone or research component
 - Original curriculum consists of three foundational courses. Added one more in International Relations

- Added a Professional Development Component – there are various ways students can fulfill this requirement but this component will help them in their careers with developing skills, methods and experiential learning
- Added 300-Level Seminar
- Changed course numbering system
- Student feedback has been instructive: the themes help direct students in a more professional way and helps them to better identify with
- There are some gaps that were found that can be filled with adding new courses

Discussion

- Around 80 majors and 60 minors – many students double major in International Studies and Politics
- There will be a couple service-learning designated courses offered each semester and public administration courses will be offered once a year
- Steffen: there are three courses offered within Professional Development: Research Methods, Data Analysis, and Research Design – why are there three different versions of ‘how to do research’
 - It is more practical to offer three because of staffing issues and to give students more opportunity and flexibility to have a professional development course

Prerequisite Suggestion: add prerequisite to 300 courses. This makes sure first year students do not register for course. “One or more 200-level course or permission from the instructor”

- Does restructuring have to go through UCC?
 - As a courtesy it, it doesn’t hurt to send it through

Motion: Ruffini moved to approve; McSweeney seconded; All in favor.

Reworking New Course Proposal Form

- Two form formats currently available: Word Document Form and Online Form
- Issue: all topics are not covered in the online submission form – need to figure out a way to fix that

Ad-Hoc Subcommittee Created: McSweeney and Ruffini

Adjournment: 4:30 pm

Minutes Submitted by: Kat Clements

