

FCAS CC Minutes
Wednesday, May 10, 2017
2:00-3:30 GHH 301

Final Meeting of FCAS CC

Attendance: A. Updike, E. Tooley, R. Soto, B. Cade, L. Rossi
Visitors: R. O'Connell, R. Smolowitz
Began at 2:03 PM

1. Committee Business

- minutes-taker LR/RS
- Petitions Awaiting changes: BA POLSC/IR, PHYS 202, Math Minor Mod., Comp. Math Minor Mod., BS Math Major Mod., Math 221, Math 342, COMM 201
- Ongoing (terminal) queue
- SHAE/ SSNS CC discussion. SHAE CC populated. Remaining 2 SS seats on SSNS need to be populated.
- Approve minutes of April 26, 2017; AU/BC: 4-0-1

2. Pre-Reading/ Courses, Programs

(Petition/Nature of Proposal/Date Notified-Posted)

DSGN 101 Foundations 1/ New Course, 1/24/17
DSGN 102 Foundations 2/ New Course, 1/24/17
DSGN 201 Professional Practice/ New Course, 1/24/17
DSGN 330 Packaging/ New Course, 1/24/17
DSGN 340 Taste/ New Course, 1/24/17
DSGN 400 Design Issues: Culture & Perspectives/ New Course, 1/24/17
DSGN 410 Citizen Designer/ New Course, 1/24/17
DSGN 420 Design Topics/ New Course, 1/24/17
BA in Graphic Design/ Major Modification, 1/24/17
Graphic Design Minor/ Major Modification, 1/24/17

Discussion included edit and clarification requests for course petitions, specifically the introductory courses. Global comments/ requests included:

1. Please provide a 4-year course rotation plan/schedule that indicates all (proposed and current) courses, including those 300-level that will be offered periodically. This ought to illustrate 1) how the courses are to be offered and staffed, as well as 2) how a Graphic Design student would be able to track through the curriculum with the electives that are currently indicated as 'Alternate' or 'Other' offerings.
2. Indicate faculty credentialed to teach each course and if additional university resources are needed for the proposed courses and program changes.
3. Please globally note within the respective petitions, the courses necessary or as electives for minor, concentration
4. Please globally adjust within the course petitions, learning outcome language to reflect measurable outcomes.
 - 'At the end of this course, a student will be able to _____.'
5. Please assure that each course proposal has a syllabus.
6. Please provide program review (or pertinent excerpts) that indicate the justification of this program revision and, as referenced in multiple petitions, the inadequacies in the program/ curriculum.
7. Provide department support and impacted program notifications (attached document or minutes), with responses (not just dates).

A more detailed summary of pre-reading comments/ notes to the BA Graphic Design petition was provided to petition originator on 4/30/2017. Similarly, a summary of pre-reading comments/ notes to the remaining petitions will be provided to the petition originator.

Motion to adjourn, at 3:35PM, unanimous

Minutes approved electronically, 5/22/2017; 5-0-1.

Final FCAS CC Queue, as of May 20, 2017

New Programs & Program Modifications (Program/Nature of Proposal/Date Notified-Posted)

BA in Graphic Design/ Major Modification, 1/24/17

Graphic Design Minor/ Major Modification, 1/24/17

BA Communication and Media Studies, Minor Mod., 3/31/17 (goes with COMM 201/295/480 petitions) **Approved** ready to move, **awaiting COMM 201**

New Courses & Course Modifications (Course/Nature of Proposal/Date Notified-Posted)

DSGN 101 Foundations 1/ New Course, 1/24/17

DSGN 102 Foundations 2/ New Course, 1/24/17

DSGN 201 Professional Practice/ New Course, 1/24/17

DSGN 330 Packaging/ New Course, 1/24/17

DSGN 340 Taste/ New Course, 1/24/17

DSGN 400 Design Issues: Culture & Perspectives/ New Course, 1/24/17

DSGN 410 Citizen Designer/ New Course, 1/24/17

DSGN 420 Design Topics/ New Course, 1/24/17

Awaiting action of petitioner:

COMM 201 Concepts in Communication, New Course, 12/7/15 (revise & returned 4/2/17) *No vote taken pending further information/ clarification, 2/12/2016; First reading April 26, 2017*

Awaiting action of petitioner: Petitions of earlier semesters.

• **Queue Programs (Program/Date Notified-Posted-Updated)**

BA POLSC/Political Science, Minor Modification, 2/25/2016—COMM210 req,- *pending originator*

• **Queue Courses (Course/Title/Date Notified-Posted)**

PHYS 202/Physics II Calculus based, Minor Modification, 11/5/2015 updated 8/10/2016-*pending originator*

**Feinstein College of Arts and Sciences Curriculum Committee
2016-2017 Summary**

Dear Colleagues,

In order to provide a timely review of FCAS curriculum petitions, the FCAS Curriculum Committee held a total of 13 meetings (6 fall, 7 spring), and 4 electronic review ballots. The committee members of the Fall semester were: Nancy Breen, Bonita Cade, Renee Soto (Chair), Erin Tooley, Adria Updike, and Lori Lee Wallace. The committee members of the Spring semester were: Bonita Cade, Lauren Rossi (Chair), Renee Soto, Erin Tooley, Adria Updike, and Lori Lee Wallace. Christine Fagan served throughout the year as the *ex-officio* library representative.

The following represents a brief summary of the curricula work done by the FCAS Curriculum Committee during the 2016-2017 academic year.

Number petitions in FCAS CC queue during AY 2016-2017: 118
Number of petitions misdirected into FCAS CC queue (redirected appropriately): 6
Number of courses petitions reviewed, approved, moved to FSCC: 36
Number of courses petitions reviewed and redirected to petitioner: 53
Number of program petitions reviewed, approved, moved to FSCC: 9
Number of course petitions reviewed and awaiting comment/ action of petitioner: 2
Number of program petitions reviewed and awaiting comment/ action of petitioner: 2
Number of petitions (course/ program) remaining in queue, at pre-reading: 10
Number of petitions receiving review and/or petitioner feedback during AY 2016-2017: 118

A more detailed representation of the reviewed petitions can be arranged into program and course petitions.

Programs

9 Reviewed and approved
 B. A. Music, modification
 Music Minor, modification
 Film Studies Minor, modification
 Aquaculture and Aquarium Science Minor, modification
 B. A. Aquaculture and Aquarium Science, new program
 B. A. Public Relations, modification
 Comput. Math Minor, modification
 Math Minor, modification
 B. S. Math, modification
1 Reviewed and awaiting further action of petitioner
 B.A. Political Sci., modification
1 Reviewed and approved, awaiting new course petition's second reading
 B.A. Comm. and Media Studies

Minor Course Changes

15 Reviewed and approved
1 Reviewed and awaiting further action of petitioner
 Phys 202, course modification

New Courses

21 Reviewed and approved
1 Reviewed and awaiting petitioner action and second reading
 Comm 201, new course

In addition to the above cited course and program petition, 53 History petitions (2 Program Modification petitions, 14 Course Modification petitions, and 39 New Course petitions) were discussed in the Fall 2016

with the History department chair. At that meeting, the CC requested a revised, thorough re-consideration of the program changes, rationales, and course changes (both new and modified), and recommended ways of addressing the redesign in clearly-articulated and complete proposals. These 53 petitions have been returned to the petitioners.

In addition to the above cited course and program petition, 10 Graphic Design petitions (2 Program modification petitions, 8 new course petitions) were discussed in the Spring 2017 with a representative of the Graphic Design program (and petition originator). Only pre-reading petition reviews and discussion was completed by the end of the academic year. Feedback has been provided to the petitioner concerning these 10 petitions.

In addition to reviewing curriculum petitions, discussions included the COMM 210 college requirement, the writing of learning outcomes, course scaffolding and numbering, the reorganization of FCAS and recommendations for the establishment of two new school CCs, use of Bridges and Google docs to aid in the review of petitions, and ways to guide colleagues through the curriculum process.

Thank you again for your commitment and service to the FCAS CC. This summary does not convey the many hours and efforts of the committee members in ensuring a fair and thorough review of the petitions brought to the FCAS CC. This commitment and dedication is greatly appreciated. Because of this, 88% of all petitions within the FCAS CC AY 2016-2017 queue were reviewed and moved (either to FSCC or returned to petitioner). The remaining 12% of petitions within the queue remain there, however feedback and review comments have been provided to the respective petitioners.

As this academic year draws to a close, the FCAS CC will no longer exist due to the College's reorganization. Four members of the current FCAS CC will be continuing their service in the newly formed SSNS and SHAE CCs. The terminal queue of the FCAS CC contains 14 petitions. The SHAE CC will have 12 petitions within its initial queue (all of which have had some review and feedback to the petitioner), while 2 petitions will populate the SSNS CC queue (also all of which have had some review and feedback to the petitioner).

All the best,
Lauren Rossi
FCAS CC Chair