

**I.      Committee Business**

**Present:** A. Updike, R. Soto, E. Tooley, N. Breen, B. Cade, L.L.Wallace

1. Minutes of May 11, 2016, approved (6-0-0).
2. FCASCC bylaws and FSCC Curricular Policies (currently undergoing revision) distributed via email prior to meeting.
3. Dean Cole has agreed to provide the committee with 10 bound copies of the course catalog for the 2016-2017 academic year.
4. Meetings in November will be scheduled for 11/9 and 11/30, there will be no 11/23 meeting.
5. Dean Cole visited the meeting for approximately 20 minutes and discussed his role in the FCAS CC. He will not regularly attend meetings but will attend when needed. Dean Cole also explained that his role will be to return incomplete proposals before they reach the committee.
6. Dean Cole also participated in the discussion of petitions requesting to remove Comm 210 from major requirements. Dean Cole expressed his opinion that public speaking skills are vital and cited employer surveys which consistently rank oral communication skills as very highly regarded in hiring decisions. He recommended that petitions requesting to remove this requirement should be prepared to prove how the program meets the learning outcomes of Comm 210. Dean Cole also recommended that the FCAS CC consult with the GECPC to determine whether Comm 210 should be considered a general education requirement for the university. Upon questioning from committee members on current FCAS programs that do not have Comm 210 as a requirement, Dean Cole said that the FCAS may ask these programs to provide evidence that their programs achieve the outcomes of Comm 210.
7. Paul Bender, chair of GECPC, visited the meeting for approximately 20 minutes to discuss the relationship between FCAS CC and GECPC and sequencing of petitions. Dr. Bender stated that ideally, petitions will come to the GECPC after first going through the FCAS CC to approve courses and the Senate CC. However, the GECPC will add a petition to the agenda if it passes through the FCAS CC to promote timely review. Dr. Bender recommends this sequential path, rather than a simultaneous path, due to potential issues with curriculum that could arise. The FCAS CC committee members agreed with this sentiment.
8. Dr. Bender was then consulted on the issue of Comm 210 and he stated that it was his personal opinion that Comm 210 should not be included as a General Education requirement but that the outcomes of Comm 210 could be infused across the curriculum. In response to committee member questions, he stated that there is a General Education outcome that specifies being able to communicate effectively but that this could be made more specific in emphasizing both written and oral communication.
9. Committee chair emphasized the role of committee members to act as consultants to faculty who are submitting petitions in order to enhance the completeness of petitions and facilitate timely review.

**II.      Second Reading/FILM**

Block posted 12/07/2015  
FILM 200/Global History of Film  
FILM 299/Special Topics in Film Studies  
FILM 300/Film Theory & Criticism  
FILM 350/Directors & Style  
FILM 351/Film Genres  
FILM 352/Adaptation: From Page to Screen

## FILM 353/Cinema in a Cultural Context

1. In the 5/11/16 meeting, committee had voted to move these courses as a block. As there has not yet been a minor program change submitted, these courses will be reviewed pending launch of minor change petition.

### **III. First Reading/HISTORY BA**

1. Dr. Sargon Donabed, the chair for History, visited the meeting to get feedback on the major course petition for the History BA and the individual course change petitions.
2. CMs explained that having an excel spreadsheet with number of courses, when they are offered, and which courses would be banked would ease the review of this petition. Other committee recommendations include:
  - a. Make sure every tab in each course petition is filled.
  - b. The course outcomes must be typed into the outcomes field.
  - c. Check that all of the places (course description, co/pre-req tabs) that co and pre-requisites must be entered in the petition match.
  - d. Check that HIST 100 and 110 are listed as pre and co-requisites as applicable.
  - e. Should have more than 1 faculty that are credentialed/prepared to teach the course.
  - f. In the resources tab, check with library if additional resources are necessary.
  - g. Course outcomes should be measurable and aligned with assessment.
  - h. May want to incorporate a numbering system for new courses that includes the middle number to indicate the different types of courses.
3. Committee voted to extend the meeting for an additional 15 minutes (ET, AU, 5-0-0)
  - a. Nancy had to leave at 3:30
  - b. Committee chair recommended that History may want to keep the special offerings courses as special courses, and only complete petitions for a few courses that need to be added to the catalog.
  - c. CM recommended that History be careful about classes that have the same names but now have different course numbers.
4. Dr. Donabed stated that he will have Joan Romano un-launch the History BA program and course petitions so that changes may be made. Committee agreed to review HIST 100, 110, 420, and 421 while History works on updating petitions.

### **IV. Meeting adjourned 3:47pm (ET, BC)**