

AUC Curriculum Committee Draft Minutes

Tuesday May 12, 2020

Google Meet Member Attendees: Nermin Bayazit, William Cortezia, Linda Dupell, Steven Fiedler, Lisa Gim, Sean Goodlett, Elizabeth Gordon, Jonathan Harvey, Timothy Hilliard, Natasha Kurtonina, Sara Levine, Nirajan Mani, Tara Mariolis, Zachary Miner, Sherry Packard, Audrey Pereira, Daniel Sarefield,

Absent: Franca Barricelli, Kendrah Jean-Baptiste, Steven Olson, Britton Snyder, Brianna White

Guests: Christopher Adams, Jeff Godin, Wendy Keyser, Janette McMenamy, Christine Shane, Elise Takehana, Donald Tarallo Jr.

Meeting called to order at 3:33 pm

- I. Approval of minutes from the April 30<sup>th</sup> meeting  
**Motion to approve:** William Cortezia, second Lisa Gim  
**Vote to recommend for approval:** 16 / 0 / 0
  
- II. Approval of minutes from the May 11th meeting  
**Motion to approve:** William Cortezia, second Lisa Gim  
**Vote to recommend for approval:** 16 / 0 / 0
  
- III. Announcements
  - a. Volunteer needed for network disruption - Daniel Sarefield
  
- IV. New Business
  - a. AUC #71 - Revision of the First-Year Experience (FYE) Seminar  
**Sponsor:** Sean Goodlett Note: LAS recommendation  
**Motion to consider:** William Cortezia, second Lisa Gim  
**Discussion:** None  
**Vote to recommend for approval AUC 71** 16 / 0 / 0
  
  - b. AUC #72 - Requesting LAS Designations for Piloted FYE Courses  
**Sponsor:** Sean Goodlett Note: LAS recommendation  
**Motion to consider:** William Cortezia, second Lisa Gim  
**Discussion:** None  
**Vote to recommend for approval AUC 72** 16 / 0 / 0
  
  - c. AUC #84 - New Course-FYE Seminar-Exercise and Sports Science - Note: LAS friendly amendment • LAS Designation sought (FYE)

**Motion to consider:** William Cortezia, second Lisa Gim

**Amended Sponsor:** Jeff Godin

**Discussion:** Steven noted that this is an amended proposal. Friendly Amendment, there is a box that needs to be checked. Sean indicated that this course has only three learning outcomes. LAS Designation is voted separately.

**Vote to recommend for approval AUC 84** **16 / 0 / 0**

**Motion to consider FYE designation:** William Cortezia, second Lisa Gim

**Vote to recommend for approval "FYE" designation for AUC 84** **16 / 0 / 0**

d. AUC #70 - Revisions to Disabilities Studies Minor

**Sponsor:** Christine Shane

**Discussion:** Can students use courses in major toward minor. Yes, minor courses are reusable.

**Motion to consider:** William Cortezia, second Lisa Gim

**Vote to recommend for approval AUC 70:** **16 / 0 / 0**

e. UC #73 - Prerequisite Change for COMM 3305 (Web Design)

**Sponsor:** Donald Tarallo

**Motion to consider:** William Cortezia, second Lisa Gim

**Vote to recommend for approval AUC 73:** **16 / 0 / 0**

f. AUC #74 - Prerequisite Addition to COMM 3306 (Web Design Basics)

**Sponsor:** Donald Tarallo

**Motion to consider:** William Cortezia, second Lisa Gim

**Discussion:** Section 6 lists reference to a Macintosh computer. This course is taught in the Macintosh lab.

**Vote to recommend for approval AUC 74:** **16 / 0 / 0**

g. AUC #75 - Prerequisite Change for Comm 3950 (Advanced Graphic Design)

**Sponsor:** Donald Tarallo

**Motion to consider:** William Cortezia, second Lisa Gim

**Discussion:** None

**Vote to recommend for approval AUC 75:** **16 / 0 / 0**

h. AUC #76 - New Course: Cultural Psychology

**Sponsor:** Christopher Adams

**Motion to consider:** William Cortezia, second Lisa Gim

**Discussion:** #14 indicates prerequisites. These prerequisites (foundation courses) are in the major. How does this mesh with Sociology courses? This course will focus on the role of culture and high-level cognitive functioning.

**Vote to recommend for approval AUC 76:** 16 / 0 / 0

- i. AUC #77 - New Course: Professional Issues in Psychological Science

**Sponsor:** Christopher Adams

**Motion to consider:** William Cortezia, second Lisa Gim

**Discussion:** None

**Vote to recommend for approval AUC 77:** 16 / 0 / 0

- j. AUC #78 - Changes to PSY 2370 (Psychology of Human Relations)

**Sponsor:** Christopher Adams

**Motion to consider:** William Cortezia, second Lisa Gim

**Discussion:** This is a prerequisite course for students doing internship in Psychological Science which is in AUC #79. AUC will take care of that (Michael Nosek)

**Friendly amendment:** Section VIII: Department Curriculum Committee count should be corrected to read 4/0/0.

**Vote to recommend for approval AUC 78 with Friendly Amendments:** 16 / 0 / 0

- k. AUC #79 - Changes to PSY 4949, PSY 4950, and PSY 4960 (Internship in Psychological Science)

**Sponsor:** Christopher Adams

**Motion to consider:** William Cortezia, second Lisa Gim

**Discussion:** Christine Shane commented that this proposal was a great idea.

**Vote to recommend for approval AUC 79:** 16 / 0 / 0

- l. AUC #80 - New Course: ENGL 2XXX LGBTQ Issues and Literature

**Sponsor:** Wendy Keyser • LAS Designation sought: ART • LAS Attribute: LIT

**Motion to consider:** William Cortezia, second Lisa Gim

**Discussion:** None

**Vote to recommend for approval AUC 80:** 16 / 0 / 0

**LAS Designation ART:** William Cortezia, second Lisa Gim

**Discussion:** None

**Vote to recommend for approval of Art Designation AUC 80:** 16 / 0 / 0

**LAS Designation LIT:** William Cortezia, second Lisa Gim

**Discussion:** None

**Vote to recommend for approval of LIT Designation AUC 80:** 16 / 0 / 0

- m. AUC #81 - Change Prerequisites and Course Description to ENGL 3870 and COMM 3870 - Feature and Magazine Writing  
**Sponsor:** Elise Takehana  
**Motion to consider:** William Cortezia, second Lisa Gim  
**Discussion:** None  
**Vote to recommend for approval AUC 81:** 16 / 0 / 0
- n. AUC #82 - Adding HON 1200 as a Potential Prerequisite to Professional Writing Courses  
**Sponsor:** Elise Takehana  
**Motion to consider:** William Cortezia, second Lisa Gim  
**Discussion:** None  
**Vote to recommend for approval AUC 82:** 16 / 0 / 0
- o. AUC #83 - Updating Professional Writing Minor to Include Newer and Recent Changes  
**Courses Sponsor:** Elise Takehana  
**Motion to consider:** William Cortezia, second Lisa Gim  
**Discussion:** None  
**Vote to recommend for approval AUC 83:** 16 / 0 / 0
- p. LAS Guidance Document: Literary Inquiry and Analysis  
**Sponsor:** LAS Subcommittee (Lisa Gim spoke to the proposal)  
**Motion to consider:** William Cortezia, second Lisa Gim  
**Discussion:** None  
**Vote to approve Literary Inquiry and Analysis:** 16 / 0 / 0
- q. LAS Guidance Document: Integrative Learning  
**Sponsor:** LAS Subcommittee (Nirajan Mani spoke to the proposal)  
**Motion to consider:** William Cortezia, second Lisa Gim  
**Discussion:** None  
**Vote to approve Integrative Learning:** 16 / 0 / 0
- r. LAS Guidance Document: Integrative High Impact Practice  
**Sponsor:** LAS Subcommittee (Liz Gordon spoke to this proposal)  
**Motion to consider:** William Cortezia, second Lisa Gim  
**Discussion:** None  
**Vote to approve Integrative High Impact Practice:** 16 / 0 / 0

- s. AUC - #114 – Revision of the Policy Governing Incomplete (IN) Grades

**Sponsor:** Sean Goodlett

**Motion to consider:** William Cortezia, second Lisa Gim

**Discussion:** **Member inquiry:** Why did we take out the 80% completion of a course? **Sponsor response:** To give faculty more freedom to assign an IN as they see fit. **Member inquiry:** The form, professors have to indicate on the form what work the student has left to do and give a grade earned at that time. **Sponsor response:** This form is a contract of sorts and gives the student an idea of what the work is they have to do and what are the consequences of not doing the work. If a student plagiarizes, they follow the academic dishonesty policy and receives a zero. Subject to meeting the individual syllabus policies (if not followed the grade could revert to a Zero). **Member Inquiry:** The term, “extenuating circumstances” may be inconsistently applied on an case-by-case basis. A request was made for specificity on the definition or for examples to be provided. **Sponsor response:** The determination of extenuating circumstances is to be made by at the discretion of the instructor. Examples would not be able to cover all contingencies. **Member inquiry:** Sections VII & VIII specify for instructors to provide information on the assignments to be completed, which could be scrutinized. **Sponsor response:** Evaluations of untenured faculty are limited to specified materials and information provided in this form would not be considered.

It was noted that the form will be created through Dynamic Forms software. It has not been developed yet but will be done in conjunction with faculty and academic affairs. The form will be created based on the policy. It was suggested that the advisor receives a copy of the form so that they can do a better job advising.

**Friendly amendments:**

1. Add to the policy that the advisor will be notified of the incomplete and be provided information on the outstanding work to be completed by the student.
2. Subsequent to the meeting, the sponsor submitted the following text to replace the catalog language in section VIII:

*The purpose of an incomplete is to account for extraordinary circumstances in students' academic and personal lives and to accommodate a need for extra time.*

*Instructors may assign an incomplete grade (IN) at their discretion, but only in those cases when it is mathematically possible for a student to pass the class with a D or higher on successful completion of the incomplete work. A student receiving an IN must fill out an official “incomplete grade form” with an instructor. Instructors will indicate on this form the graded assignments that must be completed and the grade the student will receive in the event that they are not completed. This information will be shared with an academic advisor.*

*Instructors will assign a deadline for completion of the work no later than the last day of classes of the next semester. If the student does not complete the work, the grade indicated on the “incomplete grade form” will be assigned. Extensions may be granted through the petition process.*

*Students should be aware that, while an IN is not counted in the determination of academic standing, it may have an impact on eligibility for financial aid and athletic participation.*

**Vote to recommend approval of AUC 114 with friendly amendment(s): 11 / 0 / 5**

- t. **Items from the floor** - None
  - u. Adjourn - So long and thanks for all the fish – Steven thanked everyone for their service on the committee and their commitment to getting through this especially during these difficult times.
- V. **Motion to Adjourn:** William Cortezia, second Lisa Gim 5:15pm  
Respectfully submitted: Linda Dupell
- VI. Addendum: These minutes from the May 12, 2020 meeting were approved via a subsequent e-vote 16/0/1. The e-vote closed on May 18, 2020.