

Meeting called by	Chair	Type of meeting	Attendees
Arts & Sciences Curriculum Committee	Shyam Sharma	Proposal Reviews	<p>Present: Jonathan Anzalone, Michael Boerner, Sara Hamideh, Ross Nehm, Adryan Wallace, Susan Scheckel, Sara Santos, Adam Charboneau, Shyam Sharma; Erica Hackley, Kristin Hall, Steve Fogarty, Melissa Klott, Alexandra Pamfilie</p> <p>Absent:</p>

AGENDA

1. Call to order
2. Adopt agenda
 - Committee Decision: Adopted
3. 04/08/2024 minutes
 - Committee Decision: approved
4. Old items
 -
5. New items: Discussion –
 - Setting agenda for next few weeks
6. Proposal Reviews

Task	Decision and notes to be relayed
Mass Com BS+MA combined degree	<p>Approved with note</p> <p>Dear Dr. Hoffman,</p> <p>On behalf of the Arts & Sciences Curriculum Committee, I am pleased to inform you that the proposal for Mass Com BS+MA combined degree was recommended for approval with notes (below).</p> <ul style="list-style-type: none"> • Please list the specific restricted electives or attach a copy of the current MBA bulletin to the submission, for record-keeping purposes, in an email to Dean Erica Hackley. <p>We will request an update to the bulletin based on the approval. Please address the issue, or ask the instructor of record to do so, as appropriate.</p> <p>With regards,</p> <p>Shyam Sharma Committee Chair</p>
MAT 200	Dear Dr. Viro,

	<p>On behalf of the Arts & Sciences Curriculum Committee, I am writing to inform you that your proposal for MAT 200 was voted as “revise and resubmit.”</p> <p>The committee made the following revision recommendations:</p> <ul style="list-style-type: none"> ● Specify the course modality (online, in-person, hybrid?). ● Include instructor office hours (at least three). ● Specify expected course meeting times. ● List learning outcomes for the course as a whole. The weekly learning objectives should be summarized and consolidated to a handful of overarching objectives for the entire course. ● Note the STEM+ SBC and list the relevant learning outcomes verbatim. ● Clarify what it means to say "Quizzes <i>may</i> be given on recitations." Whether they're given is contingent on what? Quizzes are not listed in the grading system--if given, where would they count? ● Briefly describe the format of the exams. ● Clarify what the recitations will entail. Recitations are worth 10% of the final course grade--are they evaluated based on attendance, participation, the completion of in-class assignments, some combination of those things, or something else? Explain. ● Include a specific weekly course schedule (with, e.g., meeting times, list of topics/tasks covered in lecture and those covered in recitation, due dates). List homework, SPARK assignments, and the Final Exam in the course schedule. Are the numbers associated with the assigned readings the chapter numbers? Clarify. ● Clarify the late work policy, which mentions only make-up examinations but uses the phrase "late work" so it is not clear if it also applies to all late assignments. <p>We encourage faculty colleagues preparing the course material and proposal to use the relevant checklist here for ensuring that the revision meets the criteria by which we have reviewed (and will review) the proposal. Please note that all <i>revised</i> proposals should be resubmitted using the Arts & Sciences Curriculum Committee – Revisions Form. In your resubmission, the committee asks that you 1) locate <i>this</i> email notifying you of the requested revisions, then 2) please copy and paste the contents of this email into a Word document and, 3) for each item (numbering your listed items will facilitate the process) explain how you addressed the committee's concerns (or why you did not). There is a place on the form for you to upload this document.</p> <p>We look forward to reviewing and approving this proposal in its revised form.</p> <p>With regards,</p> <p>Shyam Sharma Committee Chair</p>
WAE 190	<p>Approve with notes</p> <p>Dear Dr. Medved,</p> <p>On behalf of the Arts & Sciences Curriculum Committee, I am pleased to inform you that the proposal for WAE190 was recommended for approval with notes (below).</p>

	<ul style="list-style-type: none"> ● The rubrics for some assessment tasks in 190 and 192 are identical even though the learning objectives are different. Differentiating the rubrics would be helpful. ● The two syllabus sections addressing online communication could be condensed together. <p>We will request an update to the bulletin based on the approval. Please address the issue, or ask the instructor of record to do so, as appropriate.</p> <p>With regards,</p> <p>Shyam Sharma Committee Chair</p>
WAE 192	<p>Approved with notes</p> <p>Dear Dr. Medved,</p> <p>On behalf of the Arts & Sciences Curriculum Committee, I am pleased to inform you that the proposal for WAE192 was recommended for approval with notes (below).</p> <ul style="list-style-type: none"> ● Specific readings are missing from the course/reading schedule and should be added. ● Course meetings are scheduled for 65 minutes. They should be adjusted to 55 minutes to meet approved meeting patterns. <p>We will request an update to the bulletin based on the approval. Please address the issue, or ask the instructor of record to do so, as appropriate.</p> <p>With regards,</p> <p>Shyam Sharma Committee Chair</p>
WISE – Change WSE 495/496 from LEC to TUT	Approve

7. Next meeting – Heads up for next meeting

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8. Adjournment