

Minutes – College Curriculum Committee
October 19th 2021

- Members present (via Google Meets):
 - O'Malley School of Business: Mary Michel, Yassir Samra
 - School of Education and Health: Jeff Cherubini, Sr. Mary Ann Jacobs – Chair
 - School of Engineering: Peyman Honarmandi
 - School of Liberal Arts: Evelyn Scaramella (excused for CFA: Rebecca Kern)
 - School of Science: Michael Judge, Matthew Jura,
 - CFA: Rocco Marinaccio

- Call to order with quorum at 3:40

- Agenda approved

- Minutes approved from April 20, 2021 (via email vote on May 17th 2021)

- Chair's Report – Sr. Mary Ann provided updates from two earlier fall EAC meeting held on Sept. 7th and Oct. 15th
 - Library – Shortened hours will remain during Midterm week and overnight hours will not be approved due to relatively limited use and budget constraints. The book budget will be slightly decreased. And 14 positions over the last year were either removed or changed with 3 positions to be filled this year and 2 planned to be filled next year.

 - Self-study and external review – the 5-10 Year Plan is currently in the draft process with plans for an External Reviewer to review and offer advice.

 - CCC members were encouraged to review the most recent draft of the Academic Calendar and bring forth any potential concerns.

- Proposal review of the Engaging, Empowering, Educating Means Change (E3MC) program's Certificate in General Studies. The CCC thoroughly reviewed and discussed the proposal; and listened to and asked questions of Andrew Skotnicki, program manager and Professor of Religious Studies. The following suggestions/requests were provided to Andrew and will be needed prior to committee vote to approve the proposal:
 - The CCC will need to review all the official NYS Education Department paperwork required to register the Certificate program as well as the Provost's financial impact spreadsheet.

 - Additional clarity and specifics are needed with both the required and elective course options found within the program. In addition to the above state paperwork and spreadsheet, the CCC recommends including a curriculum map for committee review.

- Other Business
 - The committee briefly discussed procedures to introduce a college-wide course and specifically a course required for all students across all majors to take. Sr. Mary Ann noted that the EAC concluded that a college-wide course may first need to go through the Curriculum Committee for review. The committee concluded that any such course would first need departmental review and approval, and then school-wide curriculum committee review and approval, prior to CCC review and approval.
 - The committee briefly discussed our responsibility in terms of reviewing the College-Wide Core Competencies (CWCC) review. The committee concluded that such a review would be more appropriate for the Academic Assessment Committee. Sr. Mary Ann will follow-up on this.
 - Sr. Mary Ann prompted committee member to review Middle States content/draft forwarded in an email from Kelly Marin with a focus on anything in the draft that connects to the curriculum. Sr. Mary Ann will reach back out to Kelly to see if there is anything more specific that may be needed. Yassir and Jeff both reviewed and provided feedback on Section III back in July.
- Next Meeting scheduled for Nov. 16, 2021 with Peyman Honarmandi taking minutes.
- Meeting adjourned at 4:43.

* Oct. 19th Minutes submitted by Jeff Cherubini