

College Curriculum Committee

February 2024 Meeting

February 20th 2024

Meeting started at 3:34 pm

o CCC Members present:

- O'Malley School of Business (OMSB): Musa Jafar
- School of Health Professions (SHP): Jeff Cherubini
- School of Engineering: Peyman Honarmandi, Mahmoud Amin, Mahmoud Amin
- School of Liberal Arts: Nuwan Jayawickreme (Secretary), Evelyn Scaramella
- Kakos School of Science: Michael Judge, Matthew Jura (Chair)
- Council of Faculty Affairs (CFA) – Sr. Mary Ann Jacobs
- Excused: Fengyun Wu (OMSB), Corrine Fitzpatrick (SHP)
- Guests: Thom Gencarelli (Communication), Suzanne Thorpe (Music/Sound Studies)

Call to order with quorum at 3:34pm

1. Approval of Agenda
 1. Agenda approved unanimously
2. Approval of November 2023 and January 2024 Meeting Minutes
 1. Friendly amendment to November 2023 meeting minutes to replace “EEC” with “EAC” (typo)
 2. Amended November 2023 meeting minutes approved unanimously
 3. Friendly amendment to January 2024 meeting minutes to indicate that the list of eliminated programs was given to CCC by the chair of the CFA; the list was included as an appendix to the minutes
 4. Amended January 2024 meeting minutes approved unanimously
3. Chair's Report
 - a. EAC
 - Met on Feb. 6th 2024
 - Provost reiterated that the CCC does not have the authority to eliminate programs, as per bylaws
 - EAC members received list of eliminated programs
 - Provost noted nuclear medicine program voluntarily withdrew their accreditation before it was involuntarily withdrawn
 1. 35 students affected by the program closure
 2. Minors in Philosophy and Religious Studies still under consideration
 3. Game Design program is on hold as only 8 students are expected to enroll (8% of applications; this is despite the program having no costs); committee will seek out a written explanation from provost regarding this decision

- Provost noted that Middle States doesn't have to be involved in program closures; we are still in good standing
 1. It was noted that there is a process for individuals to lodge complaints on their websites - <https://www.msche.org/submit-a-complaint/>
 - Provost noted that we are still in good standing with NYSED; only need to file a date of discontinuation/ program discontinuance (i.e., a final date of offering)
 - It was asked whether a first-year student in a discontinued program could still continue in the program; answer is unclear
 - A member of EAC stated that the EAC has purview over the merging of schools and departments. However, Senate Bylaws, Section VIII, Article A, Part 2, Subpart I states that the EAC can only make recommendations subject to the approval of the President.
 - When asked how students in the Education Leadership program could finish their program given the lack of full-time certified faculty in Education Leadership, the Provost stated that students will be able to complete the program; Dean Kelly in the Kakos School of Arts and Sciences was unable to confirm this
 - Discussion of satisfactory academic program vs. good academic standing metrics. Proposed that both be at 2.0; students could lose financial aid based on these metrics
 - Student EAC members asked that College 101 course be pinned to Moodle pages
 - If a course has less than 5 students, the room and time will be removed from self-service, but can be added back (based on availability) on request
 - It was noted that the EAC and the CCC will need to be reconstituted based on new school compositions
 - Ad hoc committee was created by EAC to review block schedule
 - It was noted that cocurricular programs were touted in the most recent Middle States report, and yet these programs have been not come up in any of the current curricula discussions
- a. Minor in Air and Space Studies renaming - no action necessary
 - Only name of program will be changed (Dean De of the School of Engineering submitted documents to CCC)
 - b. Future review of program eliminations
 - CCC has not been notified of any new program eliminations
 - c. "Study Abroad Programs must now produce sizable revenue"
 - Profit margins for study abroad programs must be increased (per Adam Arenson from History)
 - Not clear how much money a program needs to make in profit
 - It was noted that turning Study Abroad into a money-making initiative may conflict with the program's educational mission; without clear rules, Study Abroad may be disconnected from any educational goals; also,

students maybe charged more on top of tuition for study abroad experiences

- Current fee is 18% of the cost – Adam Arenson noted that this fee has more than doubled since 2018
- Chair will reach out to Dr. Ricardo dell Bueno who runs Study Abroad and invite him to a future CCC meeting

2. Proposals for Review

a. Communication Proposal for Change to major

- i. One proposed course, “Exploration Data: Analytics, AI, and Data Visualization” was withdrawn from consideration after a duplicate course was found in OMSB; however a future collaboration between OMSB and Communication on this particular topic is possible
- ii. Rather than offer 6 capstones, 3 will be offered per year (in response to declining number of majors) from the following 4 new courses: Digital Marketing; News Production for Social Media; Sports Media and Branding; and Streaming Sports and Live Production
- iii. Ed Dee noted that no change form is needed if less than a third of the major is changed
- iv. Only one course per concentration will be changed
- v. Program had 240 students on average (highest – 278 students); enrollments in the major have since dropped faster than the college’s overall enrollments
- vi. Hope was to have 15 students per concentration per year; this would pay for the costs of the ESPN sports broadcasting deal the college signed in 2019; however, this has not panned out
- vii. Dr. Gencarelli noted that they usually have experts come in to teach their capstone courses, in line with best practices
- viii. It was noted that the provost may not approve new courses at this time; these courses will need to first run as special topics courses; Dr. Gencarelli will speak to Provost Roy
- ix. Any changes would apply to all students currently in the program (invariances would be needed for those students)

b. Music/Sound Studies Proposal

- i. Proposal to add STS (Science, Technology, and Society) designation to selected courses in program to attract students from the Sciences
 1. Registrar had a concern regarding course duplication
 2. It was noted that this has been done with interdisciplinary programs in SOLA; however, there would need to be a “STS” program coordinator who applies the designation
 3. It was noted that the purpose of such a designation (e.g., to draw more students; advertise the program) should be made clear; in addition, it is unclear who would approve such designations or whether any department (or faculty member) could include designations for specific courses
 4. Dr. Thorpe noted that her department has started discussing the possibility of having a department-specific certificate in “STS”

- ii. New course – MUSC 110 – Introduction to Music Reading and Notation
 - 1. Unclear if provost will approve any new course; may need to run it as a special topic; Dr. Thorpe will need to speak to Provost Roy
 - 2. The syllabus states that the expected enrollment is 9 students; it was expected that the course would be taught in the audio lab; it was noted that the course would be unlikely to be approved by the provost; Dr. Thorpe will speak to Dr. Mark Pottinger about increasing the cap for this course.
 - 3. The committee noted that this course does not duplicate any existing course
- c. Discussion
 - i. Unclear whether individual courses should be approved by CCC; courses can instead be approved by the Dean of the Kakos School of Arts and Sciences
 - 1. Recommend that Dean Marcy Kelly review the new courses in Communication
 - 2. MOTION: After review, the committee determined that there was no course duplication with the proposed courses in the modified six concentrations in Communication
 - 3. Motion approved unanimously
 - ii. The STS designation question in the Music/Sound Studies proposal was considered appropriate for this committee to review
 - 1. Unclear who should decide whether a particular course is suitable for a STS designation (or any other designation)
 - 2. There is a precedent for dual designations in the Registrar's office for courses that fulfill a particular program (e.g., Community Engaged Learning) – however, there is no precedent for a program creating an internal sub-designation for a particular skill
 - 3. It was decided to refer this proposal back to Dean Kelly and the Dean's Advisory Council for further discussion.
 - 4. MOTION: Whereas there is no precedent for courses having two different designations within the same program, we refer the question of STS designation back to the Dean of the Kakos School of Arts and Sciences and the Dean's Advisory Council for review.
 - 5. Motion approved unanimously
- d. Other business
 - a. Membership of CCC
 - a. Will be discussed at a future meeting after the Dean of the Kakos School of Arts and Sciences determines recommendations for committee membership.

Meeting adjourned at 5:26pm