WESTERN CONNECTICUT STATE UNIVERSITY

MACRICOSTAS SCHOOL OF ARTS AND SCIENCE

Program Review Committee Minutes

March 8th, 2019 / Warner Hall 315

**Members Present:** Jessica Eckstein (Chair), Michelle Brown, Helena Prieto, Rondall Khoo, Rotua Lumbantobing, Forest J. Robertson, Paul Echeverria.

**Guests Present:** Carina Bandhauer, Dan Barrett

Meeting called to order 10:03am.

**I. Prior Minutes:**

1. Approval of February minutes.

 **(Robertson/Lumbantobing , 6-0 approved)**

**II. Announcements:**

None

**III. Old Business:**

 None

**IV. New Business:**

1. PSY minor (CD1819146) Revise electives, repeat and competency policy (Barrett).

Barrett describes revision to allow SI and QR taken outside of major.

Robertson notes absence of four-year plan.

Approval pending submission of four-year plan.

**(Robertson/Khoo, 7-0 approved)**

2. SS 1XXFY (CD1819148) New course: FY Experience (Manes).

Robertson cites the need for the following items: First year navigation competency, rationale for course, and outcomes for the course. Also, remove outline from previous course.

Khoo cites need for faculty and staffing needs. Also, course description corrections for capitalization and clarity.

Eckstein cites need for three-year rotation for courses.

**(Robertson/Lumbantobing , 0-7 not approved)**

3. SS 300 (CD1819149) Align GenEds to QR & Revise outline (Williams).

Khoo cites need to correct course description wording. Also, recommends the addition of the term “ANOVA” to the course outline.

Robertson cites that the rationale needs to be clarified.

Item will be approved pending submission of revisions.

**(Khoo/Lumbantobing , 7-0 approved)**

4. SS 400 (CD1819150) Align GenEds to W3, CE and revision description, title, and outline (Bandhauer).

Robertson cites need to add the following phrase under the prerequisite identification, “must also satisfy CE prerequisites”. Also, clarification of W3 and CE outcomes.

Khoo cites correction on page four, “writing an original proposal”.

Brown cites correction of “original” on page four. Also, reiterates need to regroup SS 400 outcomes.

**(Khoo/Lumbantobing , 7-0 approved)**

5. SOC/ANT 305 (CD1819151) Revise level, description, prerequisites, frequency, outline, assessment, and add student learning outcomes (Bandhauer).

**(Brown/Khoo, 7-0 approved)**

6. SPA 400 (CD1819134) Align GenEds to CE & W3 (Bakhtiarova).

Robertson cites the need to list CE competency definition. Also, description needed for including the outcomes and how they will be met.

Brown requests clarification regarding department name change process.

**(Robertson/Khoo, 0-7 not approved)**

7. MAT 211 (CD1819136) Revise outcomes, prerequisites, outline (Maida).

Robertson cites absence of accurate rationale. Rationale needs to provide a clearer case for requested changes.

Approval pending revisions.

**(Robertson/Prieto, 7-0 approved)**

8. MAT 212 (CD1819137) Revise outcomes, prerequisites, outline (Maida).

Committee cites absence of accurate rationale. Rationale needs to provide a clearer case for requested changes.

Approval pending revisions.

 **(Robertson/Brown, 7-0 approved)**

9. MA in History (CD1819138) Revisions via removals/reductions (Wilcox).

Robertson cites need to describe what is being revised, sample plan, learning

outcomes, assessment, staffing needs.

**(Brown/Lumbantobing, 0-7 not approved)**

10. Proposal of PRC Bylaw Changes (Eckstein).

Robertson, item 4. A, 1 should be modified. “Proposals that do not conform will be rejected by the committee.”

Robertson, item 4. E, 2 revised as “Description of all course outcomes and how aspects of each competency will be met by corresponding outcomes.”

Eckstein, item 4. F, 2 revised to include prerequisites.

Additional observations should be sent via email.

Final vote to take place at the next PRC meeting.

Meeting adjourned 10:57am

Respectfully submitted,

Paul Echeverria