

WESTERN CONNECTICUT STATE UNIVERSITY
MACRICOSTAS SCHOOL OF ARTS AND SCIENCE
Program Review Committee Minutes
February 21st, 2020 / Warner Hall 315

Members Present: Michelle Brown, Rondall Khoo, Paul Echeverria, Mike Shoushani, Katie Lever, Forest J. Robertson (Chair)

Guests Present: Oscar De Los Santos, Brian Clements, D.L. Stephenson, Charles Rocca, Marcy May, Daniel Barrett, Shane Murphy, Shouhua Qi

Meeting called to order 10:00am

I. Prior Minutes:

1. Approval of December minutes.
 - a. Item #7, change "Xi" to "Qi"
 - b. Item #7, should indicate a vote without Michelle Brown
(6-0 approved pending changes)

II. Announcements:

None

III. Old Business:

None

IV. New Business:

1. **MAT 1XX – New Course: Technical Typesetting w/ LaTeX (Rocca) (CD1920093)**
 - a. Assignments should indicate "Sample assignments"
 - b. General discussion regarding Pass/Fail grading
 - c. Need course rotation
(Khoo/Shoushani, 6-0 approved pending changes)

2. **MAT 113 – Intro. to the History of Mathematics revisions (prereqs/objectives added/SLOs added) and addition of QR competency (Rocca) (CD1920092)**
 - a. Rationale, section about "history eroding" requires clarity
 - b. Rationale, 4th line down should read "brimming"
 - c. Course Description adjustment
 - d. Course Objectives, add "the"
 - e. General discussion about standardization between PRC and General Education formatting. "How" and "Where" clarification

- f. Definition under Quantitative Reasoning
 - g. Additional detail under Assessment
 - h. Formatting Course Outline, Changing case in table
 - i. Need old course outline
- (Shoushani/Khoo, 6-0 approved pending changes)**
3. **HUM 3XX – New course: Conspiracy, Truth, and Lies; additionally, request approval of CP and IL competencies (Usekes) (CD1920158)**
 - a. Re-reading of rationale
 - b. More specificity in prerequisites regarding upper level class
 - c. Definition for Creative Process from lib guides
 - d. Question about rotation in relation to existing courses

(Lever/Shoushani, 6-0 approved pending changes)
 4. **PSY 425 – Advanced Cognitive Psychology revisions (title/description/outline/prereqs) and addition of W3 and CE competencies (Barrett) (CD1920105)**
 - a. Competencies changed to “CE” from “CGE”
 - b. Adjustment to prerequisites, “Must have also satisfied prerequisites for CE and W3”
 - c. Justifications for CE and W3 are not provided
 - d. More specificity to “Every other fall” to include even or odd

(Echeverria/Shoushani, 6-0 approved pending changes)
 5. **PSY 590 – New course: Master’s Project (Barrett) (CD1920106)**
 - a. General discussion about GPA requirement
 - b. Two level outline required

(Khoo/Brown, 6-0 approved pending changes)
 6. **ES 103 – Planet Earth revision (course description); addition of SI competency (Eisenson) (CD1920107)**
 - a. Statement of revisions is required
 - b. Frequency is required
 - c. Resources is required
 - d. Multiple grammatical errors
 - e. General Education “:” Scientific Inquiry with definition
 - f. Review of assessment
 - g. Outline formatting
 - h. Adjustment to second sentence of course description
 - i. Remove the second “Course Description” in course description

(Lever/Brown, 0-6 rejected)

7. HIS 1XX – Slavery in the Americas; additionally, request approval of IC competency (Rosenthal) (CD1920142)
 - a. Capitalization consistency in Course Outline, “Slavery” and “Abolition”
 - b. Assessment plan required
 - c. Grading method required(Lever/Brown, 6-0 approved pending changes)

8. HIS 3XX – War, Peace, and Memory in Latin America; additionally, request approval of W2 competency (Rosenthal) (CD1920143)
 - a. Course frequency required with specificity
 - b. Assessment plan required
 - c. Grading method required(Echeverria/Shoushani, 6-0 approved pending changes)

9. HIS 4XX – Slavery and Abolition in the Atlantic World; additionally, request approval of W2 competency (Rosenthal) (CD1920144)
 - a. Add HIS 4XX in course number
 - b. General discussion about course caps and enrollment(Brown/Echeverria, 6-0 approved pending change)

10. WRT 1XX – New course: Writers’ Studio; additionally, request approval of FY competency (Clements) (CD1920146)
 - a. Prerequisites change to “None”
 - b. Grading change to “standard”
 - c. Course Description editing, more appropriate for catalog listing
 - d. Definition under FY learning outcomes as specified under PRC website
 - e. Justification required under outcomes
 - f. Assessment plan required
 - g. Course rotation required
 - h. Resources required(Shoushani/Brown, 0-6 rejected)

11. WRT 2XX – New course: Writers’ Studio II (Clements) (CD1920147)
 - a. General discussion about distinction between WRT 1XX and WRT 2XX, recommendation to make tier adjustment to course outline
 - b. Prerequisites change to “None”
 - c. Grading change to “standard”
 - d. Course Description editing, more appropriate for catalog listing

- e. Assessment plan required
- f. Course rotation required
- g. Resources required
- h. Remove the word "four" under last sentence of rationale
- i. Remove "Reason for Gen Ed Designation"

(Brown/Shoushani, 0-6 rejected)

12. WRT – Revisions to Professional Writing Major (Clements) (CD1920156)

- a. Statement of revision is required
- b. Student Learning Outcomes are required
- c. Curricular Assessment is required
- d. Resources required
- e. Prereqs for 274W and LNG320
- f. Change Writing for Multimedia to 2XX
- g. Change Writing in 5th Semester to 2XX
- h. Change XX course designation in business option

(Lever/Echeverria, 0-6 rejected)

13. WRT 3XX – New course: Writers' Studio III (Clements) (CD1920148)

- a. Prerequisites change to "None"
- b. Grading change to "standard"
- c. Course Description editing, more appropriate for catalog listing
- d. Assessment plan required
- e. Course rotation required
- f. Resources required
- g. Remove the word "four" under last sentence of rationale
- h. Remove "Reason for Gen Ed Designation"

(Lever/Echeverria, 0-4 rejected)

14. WRT 2XX – Multimedia Writing (Clements) (CD1920149)

- a. Clarification when course will start and subsequent frequency
- b. Grading "standard" letter grade
- c. Adjustment to item I. c. ii. "Vs."
- d. Specify "No new resources"
- e. Items must be included in submitted document in addition to Sharepoint proposal
- f. Need course rotation added to Sharepoint
- g. Addition of Assessment plan

(Lever/Echeverria, 4-0 approved pending changes)

15. WRT 2XX – Forms of Poetry (Clements) (CD1920150)

- a. Clarification when course will start and subsequent frequency
- b. Remove “Examples” and “Practice” from course outline
- c. Grading “standard” letter grade
- d. Specify “No new resources”
- e. Items must be included in submitted document in addition to Sharepoint proposal
- f. Need course rotation added to Sharepoint
- g. Addition of Assessment plan

(Echeverria/Lever, 4-0 approved pending changes)

16. WRT 2XX – Forms of Fiction (Clements) (CD1920151)

- a. Formatting of Course Number and Name
- b. Clarification when course will start and subsequent frequency
- c. Grading “standard” letter grade
- d. Adjustment to Course Outline headings and two-tier structure
- e. Need course rotation added to Sharepoint
- f. Assessment plan required
- g. Specify “No new resources”
- h. Remove “Reason for Gen Ed Designation”

(Khoo/Echeverria, 4-0 approved pending changes)

17. WRT 3XX – Writing Prose Poetry and Flash Fiction (Clements) (CD1920152)

- a. Change prerequisites language
- b. Clarification when course will start and subsequent frequency
- c. Grading “standard” letter grade
- d. Need course rotation added to Sharepoint
- e. Assessment plan required
- f. Specify “No new resources”
- g. Remove “Reason for Gen Ed Designation”

(Echeverria/Lever, 4-0 approved pending changes)

18. ENG – New Minor: American Literature (Qi) (CD1920103)

- a. Robertson requesting four-year plan for minor
- b. Item “II” should be listed in BOLD
- c. Senate requirement must be unchecked. Proposal must be rejected and resubmitted. New CD number will be assigned (New CD# is: CD1920168)

(Khoo/Lever, 3-1 approved pending changes)

19. **By-laws change to add "Macricostas" before School of Arts and Sciences throughout document (Robertson)**

- a. Add "School of" & "and" to title. Revised title will read "Macricostas School of Arts and Sciences Program Review Committee By-Laws"
(Lever/Echeverria, 4-0 approved)

Meeting adjourned 12:11pm

Respectfully submitted,
Paul Echeverria