

Meeting Minutes
Program Review Committee
Macricostas School of Arts & Sciences

Wednesday October 13th, 9:30 am (HI 107)

Members in attendance (alphabetical): Daniel Baluha, JC Barone, Michelle Brown (present until new business item 11), Christine Hegel-Cantarella (present until new business item 20), Anna Malvisi (present via Webex until new business item 14), Manoj Misra (present starting at new business items 5), Forest Robertson (chair)

Guests (alphabetical): Daniel Barrett, Jessica Schofield, Steward Dalton, Cigdem Usekes, H. Howell Williams, Jennifer Duffy, D. L. Stephenson

Minutes taken by Daniel Baluha

I) **Prior Minutes**

- 1) Minutes of September 8th 2021 meeting (taken by Christine Hegel-Cantarella and Manoj Misra approved (Hegel-Canterella/Baluha; 5-0-1)

II) **Announcements**

- 1) Welcome Dr. J. C. Barone to the MSAS PRC for the 2021-2022 term!
- 2) MSAS PRC by-laws will be discussed if time permits

III) **Old Business**

- 1) none

IV) **New Business**

- 1) New Course: PSY 2XX (CD2122025, D. Barret)
 - a) F. Robertson asked if this course is intended to be taught by full-time or part-time faculty. D. Barret answered that it will be taught by full-time faculty
 - b) Approved pending the following revision (Hegel-Canterlla/Brown; 6-0-0):
 - (1) Assessment plan should state “including but not limited to”
- 2) Revision of Psychology Major (CD2122026, D. Barrett)
 - a) Approved pending the following revision (Brown/Baluha; 6-0-0):
 - (1) Remove the extra “1” in the second Fall semester in the 4 year plan

- 3) New course with IL competency: PSY 398 (CD2122018, Barret)
 - a) C. Hegel-Cantarella asked about possible overlap with political science course. D. Barrett and H. H. Williams both confirmed that they corresponded this summer and agreed that the course will not overlap too much
 - b) Approved pending the following revision (Barone/Brown; 6-0-0):
 - (1) addition of department meeting minutes approving this course

- 4) New course: SOC 4XX (CD2122017, Bandhauer)
 - a) Approved pending the following minor revisions (Barone/Brown; 6-0-0):
 - (1) "course title" should be bolded
 - (2) course frequency should state "Every spring semester beginning in 2023"
 - (3) rationale: "the" should be added before "Danbury"
 - (4) course description: "the" should be removed in the second sentence
 - (5) resources section should describe the intended course deletions to show that this course is replacing older ones (and therefore won't require new resources)
 - (6) course outline should have consistent capitalizations throughout

- 5) Changes to SOC program and options (CD2122065, Hegel-Cantarella)
 - a) Approved pending the following revision (Barone/Misra; 7-0-0):
 - (1) add general elective section with 38 credits
 - (2) add four-year plan, assessment, and course rotation
 - (3) Rationale must read "from 4 options to 2" (F. Robertson will make this edit before approving in SharePoint)

- 6) HIS 363: removal of CT and OC competencies (CD2122016, Duffy)
 - a) Approved pending the following revisions and additions (Misra/Barone; 7-0-0):
 - (1) previous proposal for adding CT and OC competencies (showing the current course outline) needs to be included for reference (F. Robertson will make this addition through SharePoint)
 - (2) The following sections need to be added the new proposal: An outline with at least 2 levels, statements of assessment, resources, and grading method

- 7) HIS 201: removal of CT competencies (CD2122015, Duffy)
 - a) Approved pending the following revisions and additions (Misra/Brown; 7-0-0):
 - (1) previous proposal for adding CT and OC competencies (showing the current course outline) needs to be included for reference (F. Robertson will make this addition through SharePoint)
 - (2) New proposal must include everything in the old proposal without the CT competency justification

- 8) PHI/COM 315, PHI 316, PHI 381: Revision to gen. ed. competencies (CD2122007, Dalton)
 - a) Rejected pro forma (Barone/Baluha; 0-6-1):
 - (1) A separate proposal for each of the three courses need to be created. These proposals will need to include the previous proposals for each course which gave them their current competency designations.
 - (2) Meeting minutes for COM and PHI departments need to be included in the proposal regarding PHI/COM 315

- 9) PHI 211: Addition of OC competency and course revisions (CD2122008, Dalton)
 - a) Approved pending the following additions (Barone/Misra; 7-0-0):
 - (1) Addition of CT justification
 - (2) Addition of statement of assessment
 - b) Forest rejected the proposal after the meeting when it became clear that the PHI/HUM faculty do not review each other's proposals even though the minutes state that it was a 2-0-2 vote.

- 10) New Course: PHI 3XX (CD2122009, Dalton)
 - a) Approved pending the following additions (Barone/Hegel-Cantarella; 7-0-0):
 - (1) List of prerequisites should include the prerequisites for CE and W3 competencies
 - (2) Frequency should state which semester this course will begin to be offered
 - b) Forest rejected the proposal after the meeting when it became clear that the PHI/HUM faculty do not review each other's proposals even though the minutes state that it was a 2-0-2 vote.

- 11) Change to PS course rotation (CD2122039, Williams)
 - a) Approved pending approval of CD2122033, CD2122034, and CD2122036 (new business items 13, 14, and 15; Barone/Hegel-Cantarella; 7-0-0)

- 12) PS/GEO 290: Course revisions and addition to IL competency (CD2122036, Williams)

- a) Approved pending the following changes (Misra/Barone; 6-0-0)
 - (1) frequency should state “beginning in Spring 2023”
 - (2) add a statement of revisions in the proposal
 - (3) assessment should have “including but not limited to”
 - (4) add new course rotation as given in CD2122039 (F. Robertson will make this addition in SharePoint)

- 13) PS 218: Course revision and addition of CT and W2 competencies (CD2122034, Williams)
 - a) Approved pending the following changes (Misra/Barone; 6-0-0)
 - (1) frequency should state “beginning in Fall 2023”
 - (2) objectives should mention that the course outline is being changed
 - (3) student learning objectives must be added
 - (4) must use most recent student learning objectives for the CT competency
 - (5) add new course rotation as given in CD2122039 (F. Robertson will make this addition in SharePoint)

- 14) PS 213: Course revision and addition of CT competency (CD2122033, Williams)
 - a) Approved pending the following changes (Hegel-Cantarella/Misra; 6-0-0)
 - (1) previous proposal for PS 213 should be added to show that course outline is not changed
 - (2) add assessment plan
 - (3) must use most recent student learning objectives for the CT competency
 - (4) add new course rotation as given in CD2122039 (F. Robertson will make this addition in SharePoint)

- 15) PS 201: Course revision and addition of W2 competency (CD2122029, Williams)
 - a) Approved (Barone/Misra; 5-0-0)

- 16) New course PS 4XX with W2 competency (CD2122031, Williams)
 - a) Approved pending the following changes (Hegel-Cantarella/Misra; 5-0-0)
 - (1) frequency should state which year/semester this will be offered first
 - (2) an additional period in the last sentence of the course description is needed
 - (3) add new course rotation as given in CD2122039 (F. Robertson will make this addition in SharePoint)

- 17) New course PS 3XX with IC competency (CD2122032, Williams)
 - a) Approved pending the following changes (Barone/Misra; 5-0-0)

- (1) frequency should state which year/semester this will be offered first
- (2) specific texts in the course outline should be removed (or listed as “suggested” or “example” texts)
- (3) add new course rotation as given in CD2122039 (F. Robertson will make this addition in SharePoint)

18) New course PS 2XX with OC competency (CD2122038, Williams)

- a) Approved pending the following changes (Barone/Hegel-Cantarella; 5-0-0)
 - (1) frequency should state which year/semester this will be offered first
 - (2) assessment should have “including but not limited to”
 - (3) add new course rotation as given in CD2122039 (F. Robertson will make this addition in SharePoint)

19) COM 247: Pre-requisite revision (CD2122040, Barone)

- a) Approved pending the following changes (Misra/Hegel-Cantarella; 5-0-0)
 - (1) frequency should state which year/semester this will be offered first
 - (2) assessment should have “including but not limited to”
 - (3) course outline should have at least 2 levels
 - (4) remove name from proposal

20) New course: HUM 3XX – Big Data, Ethics and Society (CD2122063, Usekes)

- a) Motion to consider (Baluha/Barone)
- b) A. Malavisi raised the concern (through an earlier email correspondence with F. Robertson) with that this course may overlap too much with PHI 227 (Ethics in Computing). Since she was not present during this item, the committee decided to table this proposal until next meeting (4-0-1).
- c) Forest rejected the proposal after the meeting when it became clear that the PHI/HUM faculty do not review each other’s proposals even though the minutes state that it was a 2-0-2 vote.

21) New course: HUM 3XX – Discipline and Punishment with CE and CT competency designations (CD2122062, Stephenson)

- a) Approved pending the following changes (Barone/Baluha; 4-0-0)
 - (1) prerequisites should include the prerequisites for the CE competency
 - (2) indenting and style in the outcomes and subjects should be revised for consistency
- b) Forest rejected the proposal after the meeting when it became clear that the PHI/HUM faculty do not review each other’s proposals even though the minutes state that it was a 2-0-2 vote.

22) SOC 100W Re-Numbering and Re-Titling (CD2122066, Bandhauer)

a) Approved pending the following changes (Barone/Baluha; 4-0-0)

- (1) add email correspondences with those departments which have programs in which SOC 100 is a requirement to notify of the changes
- (2) include “remove IC competency” in the statement of revisions
- (3) use most up to date CT and W2 learning outcomes

Respectfully Submitted,
Daniel Baluha