

**Arts and Science Senate
Undergraduate Curriculum Committee
Minutes**

16th meeting, Feb 15, 2006 – Approved Feb 22, 2006

Present: Nancy Tomes, (chair) D. Kane Gillespie (secretary), Judith Lochhead, Darlene Prowse, Thomas Weinacht, Ellen Lindquist, Robert Cerrato, Leslie Volpe, Sarah Sternglanz (guest), Kathleen Flynn (guest)

Absent: Claire Green-Ford, Vanessa Dumont, Roy Lacey, Stephanie Dinkins, Catherine Marrone, Arlene Feldman

I. Committee Business

1. Review of the minutes from Feb 8, 2006 – approved

II. Routine Administrative Matters

1. History

add recitations to HIS 262 – modify contact hrs for lecture to 2.0 and 1.0 for recitation

III. Old Business

1. *Journalism*

The committee requests revised versions of the Bulletin entry and the sample course sequence. These updated materials would be especially useful while reviewing the remaining course proposals. (To date, the committee has reviewed five of sixteen received proposals.)

New Course Proposals

General Issues gleaned from preliminary and formal reviews

- Prerequisites – different prerequisites for majors and minors
- Non-standard contact hours – need to fit courses within regular scheduling vectors and meet contact hr requirements for labs, film, etc
- Non-standard reading materials: web addresses?
- Length and frequency of written work
- Consistency of information between syllabus and course proposal documents
- Faculty availability to teach courses
- Content – generally too much content for 15 wk period
- Syllabi and course proposals should provide indication of length (number of pages or word count) for writing assignments
- computer usage (question 11): will students be required to have their own computer, or is sufficient access to computers available through university SINC sites?
- video/film use: approximately how much time and for how many class meetings will video examples of broadcast journalism be shown? The committee assumes only clips will be shown; please confirm

Committee Reviews from Feb 15, 2006 (JRN 101, 102, 301)

JRN 101-B Media Literacy

- Estimated enrollment: the committee assumes anticipated enrollment of 35 is per section if multiple sections are to be offered
- assignments: please indicate expected length (number of pages or word count) for each writing assignment
- video/film use: approximately how much time and for how many class meetings will video examples of broadcast journalism be shown? The committee assumes only clips will be shown; please confirm
- DEC B: The committee recommends that this course could be proposed to SUNY as a DEC CAS Curriculum Committee Agenda Feb 15, 2006, p 2

B (Humanities) course. However, a strong argument needs to be made, as the content and reading material (web, TV, news) of this course is dissimilar to other DEC B courses whose content is focused on literature, poetry, plays, and philosophy. Please work with Gillespie to draft a proposal to SUNY for DEC B.

JRN 102 Colloquium on the News

- It is unclear where the JRN 102 would fit into the Sample Course Sequence without increasing the credit load beyond the proposed amount.
- The committee agrees that the content of JRN 102 could be best delivered not as a separate course, but as a required assignment to another course. For example, in intro music courses (MUS 101 and MUS 119) the syllabus mandates students to attend several live concerts and to submit writing assignments based on their experience. Therefore, the committee recommends repackaging the content of JRN 102 into five three-hour seminars (instead of fifteen one-hour lecture/recitations) and adding it as a requirement of JRN 1xx. This should be accomplished without increasing the credit load of the JRN 1xx course.
- recommended texts: although web sites are appropriate for reading material, websites are generally not stable. Are there published texts that would be appropriate for the focus of the course?
- computer usage (question 11): will students be required to have their own computer, or is sufficient access to computers available through university SINC sites?

JRN 301 Journalism 24/7

- question 2: revise course bulletin description: delete first sentence
- question 3: Please indicate whether the listed courses are pre- or co-requisites. Also note that Prerequisites on the course syllabus lists only JRN 101, however, 108 and 110 are listed on the course proposal. Please clarify.
- question 10: video/film use: approximately how much time and for how many class meetings will video examples of broadcast journalism be shown? The committee assumes only clips will be shown; please confirm
- question 11: computer usage (question 11): will students be required to have their own computer, or is sufficient access to computers available through university SINC sites?
- question 13: please provide a response to question 13
- question 14: Please provide percentages of grading calculations as indicated on the syllabus

IV. New Business

1. none
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Arts and Science Senate Undergraduate Curriculum Committee Academic Year 2005 - 2006 Minutes

15th meeting, Feb 8, 2006 – Approved Feb 15, 2006

Present: Nancy Tomes, (chair) D. Kane Gillespie (secretary), Judith Lochhead, Arlene Feldman, Darlene Prowse, Thomas Weinacht, Stephanie Dinkins, Ellen Lindquist, Roy Lacey, Robert Cerrato, Catherine Marrone, Sarah Sternglanz (guest), Kathleen Flynn (guest), Howard Schneider (guest)
Absent: Claire Green-Ford, Vanessa Dumont, Leslie Volpe

I. Committee Business

1. Review of the minutes from Feb 1, 2006 – approved

II. Routine Administrative Matters

1. none

III. Old Business

1. *Journalism*

The committee was pleased to welcome Howard Schneider to the meeting to discuss the proposed GPA graduation requirement and the proposed credit load

(a) Tomes reports that she and Gillespie met with Schneider and Maria Doelger on Feb 2. Doelger relayed news that, given the circumstances, the state only requires that the program receive provisional approval with course for the first two years of study, plus a list of other planned courses. Therefore, the committee will work to review the 16 course proposals received thus far plus course descriptions of the remaining courses, the proposed Bulletin entry and the proposed course sequence.

(b) credit load of major

The committee is inclined to support the proposed credit load of 127 credits given precedents such as the Major in Chemistry, the Major in Biology and other science majors. However, the committee stipulates that the credit requirements for the Major in Journalism may not rise above 127 in the future.

(c) GPA graduation requirement.

Based on existing policy held by the Arts and Sciences Senate, the committee is inclined not to support the proposed requirement that students satisfy a GPA of 2.5 in major's required courses to graduate. The members encouraged Schneider that he could appeal directly to the A/S Senate for review. Additionally, the committee has the following reasons for not supporting this aspect of the proposal.

(1) To maintain similar standards across campus: no other undergraduate major at Stony Brook University – including those majors in CEAS and MSRC that lead to certification – has a GPA requirement specifically for graduation higher than 2.0.

(2) To discourage grading inflation: Instructors will be inclined to give higher grades so that students may graduate. Instead, the committee recommends stricter grading in the major's required courses to target the 2.0 GPA rather than 2.5.

(3) Exit policy: although Schneider indicates a strong plan for academic advisement and an appeal process for students, the committee is concerned with what will happen to students who reach the end of the program who do not satisfy the GPA graduation requirement.

(4) The committee views a raised GPA standard as an artificial and arbitrary means to raise student preparedness. The same goal (to ensure that graduates of the Major in Journalism will have the best chance for professional success) can be achieved by different means. For example:

- apply strict grading

- yearly exams: a yearly review of a portfolio or qualifying examination. For example, in the Major in Music, performers are required to perform satisfactorily in front of a faculty jury each term as part of MUS 161 or MUS 187. Such a review serves as a chance for students and faculty to monitor student preparedness and progress through the program.

- In support of the proposed requirement that students satisfy a GPA of 2.5 in major's required courses to graduate, Schneider indicated an attractive plan for "early and often" academic advisement. Despite the committee's disinclination to support the minimum GPA requirement as proposed, the members encourage Schneider that "early and often" academic advisement may be the

best practice – along with strict grading and yearly exams – to ensure that graduates of the Major in Journalism will have the best chance for professional success

(d) New Course Proposals

JRN 331 Specialized Beat reporting (Government) – approved

JRN 320 The Promise and Perils of Online Journalism – pending

(a) prerequisites: The proposed prerequisites will lead to enrollment of students with two levels of preparedness based on whether a student is a JRN major or a JRN minor. The prerequisites should be the same for both groups. Therefore, the committee suggests “Prerequisites: JRN 110 and permission of instructor; advisory prerequisite: JRN 210.” [As a general note, Gillespie indicates that if permission of the instructor is required, all course prerequisites default to “advisory” prerequisites since instructor permission trumps course prerequisites in the student enrollment system.]

(b) contact hours: The contact hours of the lecture and lab should be adjusted. The committee notes that students could benefit from more lab time and less lecture time. The committee recommends that the contact hours for the three-credit course be divided into two hours of lecture (equivalent to two contact hrs) and three hours of laboratory (equivalent to one contact hour).

(c) content: The committee agrees that proposed course may cover more material than is possible in a 15 week period.

IV. New Business

1. none

Arts and Science Senate Undergraduate Curriculum Committee Academic Year 2005 - 2006 Minutes

14th meeting, Feb 1, 2006 – Approved Feb 8, 2006

Present: Nancy Tomes, (chair) D. Kane Gillespie (secretary), Judith Lochhead, Arlene Feldman, Darlene Prowse, Thomas Weinacht, Stephanie Dinkins, Ellen Lindquist, Leslie Volpe, Roy Lacey, Kathleen Flynn (guest), Sarah Sternglanz (guest)

Absent: Claire Green-Ford, Vanessa Dumont, Robert Cerrato, Catherine Marrone (attending department review)

I. Committee Business

1. Review of the minutes from Jan 25, 2006 – approved

II. Routine Administrative Matters

1. none

III. Old Business

1. *Journalism*

(a) Memo from Peter Manning re: signing of proposals

the committee agrees that it is appropriate for Schneider to sign the proposals given his current and likely future relationship with the program

(b) Memo from Schneider Jan 30

(i) 3-hr course scheduling – the committee pointed out that scheduling in 3-hr blocks are problematic and will become more of a problem as enrollment grows at Stony Brook. It is much more difficult to schedule 3-hr courses in terms of finding space to teach, and for course availability for students. For example, 3-hr courses are difficult for students to enroll in since most other courses fit the standard meeting patterns. Please refer to the Course scheduling policy at the following link.

<http://www.stonybrook.edu/registrar/forms/CourseSchedPolicyJan04.pdf>

(ii) course syllabi – based on standard procedure, the committee requests complete syllabi and course proposals for all courses, however, there may be some flexibility due to the circumstances. Gillespie will research.

(c) Implicit requirements for major: the committee notes that there is at least one implicit requirement for some students in the major. For those students who want to take JRN 333, they must complete ECO 108 as a prerequisite, and therefore it becomes a requirement for the major. Since ECO 108 is already a very popular course that is difficult for students to enroll, the proposed prerequisite may pose as a bottleneck unless they plan early. The committee also notes that several courses have advisory prerequisites, although these are less problematic.

(d) Changes to the minor:

(i) the committee notes that the minor will change significantly from its present state. Please forward a memo describing the changes and the rationale for the changes.

(ii) the committee notes that several courses in the existing JRN minor do not appear in the new major. Will these courses be discontinued (eg, JRN 287)?

(f) Grammar immersion – the committee recommends including a brief explanation of this “gateway” in the bulletin entry

(g) Bulletin entry – As a means of suggestion, the committee took the liberty of revising the bulletin entry. Several items were changed as a mechanism to solicit response from the original author. Specific changes include

(i) removal of GPA standards

(ii) reformatting / order of info (eg., move minor in Journalism to the end)

(h) Sample Course Sequence (SCS):

- (i) courses that appear on the SCS but have not been proposed: 330, 340
- (ii) courses that have been proposed but are not on the SCS: 102, 337
- (iii) courses that have are in the major requirements but not on the SCS and have not been proposed: 410, 411, 488
- (iv) JRN courses that are active in the current bulletin (for the JRN minor) but not listed as major or minor requirements: 287, 288, 387, 389, 390, 394, 395, 490

IV. New Business

- 1. none
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Undergraduate Curriculum Committee

Academic Year 2005 - 2006

Minutes

13th meeting, Jan 25, 2006 – Approved Feb. 1, 2006

Present: Nancy Tomes, (chair) D. Kane Gillespie (secretary), Robert Cerrato, Judith Lochhead, Catherine Marrone, Arlene Feldman, Sarah Sternglanz (guest), Darlene Prowse, Thomas Weinacht, Stephanie Dinkins, Ellen Lindquist, Leslie Volpe, Roy Lacey

Absent: Claire Green-Ford, Vanessa Dumont

I. Committee Business

- 1. Review of the minutes from 13 Dec, 2005
- 2. Gen Ed – proposals sent on 12/22/2005. Response pending.
- 3. Request from Joe Auner for representatives on four Department reviews in Spring 2006: SPD:Weds. Feb. 22, 9:15-10:10 Judy Lochhead
Applied Math: Tuesday March 7, 9:15-10:10 Robert Cerrato
Mathematics and IMS: Wednesday March 15, 9:15-10:10 Stephanie Dinkins
Physics and Astronomy and YITP: Tuesday April 4, 9:15-10:10 Catherine Marrone

II. Routine Administrative Matters

- 1. BIO 316 (Req. group# 1567) – add "...or CHE 326"
Current "Prerequisites: BIO 202 and 203; Pre- or Corequisite: CHE 322."
Change to "Prerequisites: BIO 202 and 203; Pre- or Corequisite: CHE 322 **or 326**"

III. Old Business

1. *Journalism*

Continued discussion from Dec 13, with additional materials as follows:

- response to minutes of Dec 13, 2006 and
- addendum to response to Dec 13, 2006 minutes
- continued presentation of materials from Dec 13
- Grammar Immersion
- a Concentration Proposal for Journalism
- revised Bulletin Entry and sample course sequence, rev 23 Jan 2006

The committee's discussion resulted in the following observations:

(a) GPA requirements: Based on policies set forth by the Arts and Sciences Senate, the committee cannot approve the proposed GPA requirements in (i) the acceptance requirements and (ii) the requirements for the major. Even though the JRN major will likely stand outside of the College of Arts and Sciences, it must adhere to the A/S Senate policies. Example: MSRC stands outside the College of Arts and Sciences but uses the A/S curriculum committee and therefore does adhere to the A/S Senate policies. It is expected that even after the JRN program splits into its own entity that it will continue to use the A/S curriculum committee.

The committee noted that the author of the Journalism proposal could petition directly to the A/S Senate to ask for exceptions to A/S policy. [Note – previous correspondence regarding the GPA requirements in the teacher ed programs: these are requirements that students must meet for state certification, not for graduation, and therefore do not apply here.]

(b) Alternate to GPA requirements: instead of acceptance and graduation policies, the committee recommends enforcing strict course prerequisites and grading standards to screen students. This has good precedent in several A/S programs.

(c) Bulletin entry: the committee recommends meeting with the new committee chair, Nancy Tomes, in order to expedite the proposal. In addition, the committee recommends that the chair and the secretary reformat the proposed Bulletin entry.

(d) 128 credit load: The committee still thinks this is too high and that the required credits can be reduced to 122 or 125 without necessarily reducing the quality of the program.

(e) Grammar immersion: a clear mechanism needs to be established to enforce the consequence of unsatisfactory work during the 6-week grammar immersion segment of JRN 110. The committee will continue discussion on this topic at the next meeting.

(f) The committee has set a

IV. New Business

1. None