The Chair called the meeting to order at 3:05 pm.

Present:
University Deans – M. Horan (A & S); M.P. Bigley (SEPS); S. Braverman (SOB)
Arts and Sciences – J. Geller (English), F. Latour (Math), K. McGrath (History); I. Pevac (Computer Science); R. Schwell (Math); M. Wizevich (Physics & Earth Sci)
Engineering and Technology – K. Hammad (Engineering); E. Moore (Engineering)
Business – M. McCarthy (Accounting)
Registrar – N. Boscarino
Student Affairs – R. Hernandez
S.G.A. Representative – B. Mgushi
Admissions – L. Hall
Guests – C. Liard-Muriente (Economics); S. Ostrowski (English)

I. Motion: Approval of November Minutes – F. Latour
   Second: I. Pevac
   Vote: Passed unanimously

II. English Secondary Education Program
   1. S. Ostrowski discussed changes in the English curriculum that will affect secondary education majors. Candidates for the program now have to take ENG 449 before applying to the program. ENG 398 will now be the prerequisite for all 400 level courses. If secondary education candidates have to take ENG 398 before they can take ENG 449, then it would unnecessarily delay students’ applications. The English department recommends changing the requirement to ENG 298 instead.
   2. R. Schwell inquired into whether or not students would demonstrate the same academic rigor in ENG 298 as in ENG 449. J. Geller answered that the department felt this to be the case, as the course teaches the methods of literary analysis and literary theory. In addition, students will still need to take ENG 449, just after admission to the program.
   3. M.P. Bigley noted that the SEPS sub-committee had not approved and passed this change yet.
   4. Motion: Pending approval by SEPS, the program specific prerequisites and requirements for the English Secondary Education Program will read: LING 200, ENG 220, ENG 298; all 4 sophomore surveys: ENG 203 or 204, ENG 205, ENG 210 and (ENG 203 or 204 or 206 or 211). – M. P. Bigley
      Second: L. Hall
      Vote: Passed unanimously
III. Economics Minor

1. C. Liard- Muriente discussed the problems for Business majors to become Economics minors, because of the different policies in the SOB and A&S. Many students, especially Finance majors, currently take three Economics courses: ECON 200 and ECON 201 for Study Area 2 and ECON 450 as a related requirement. These students believe that they then have 9 credits that can be applied to an Economics minor. However, the current policy is unclear whether or not they can double-count these courses or have to take an additional 9 credits in Economics for the minor.

2. F. Latour discussed a similar experience for Computer Science majors with a Statistics minor, who count one course between the major and the minor.

3. N. Boscarino noted that the Registrar is currently double-counting ECON 200 and ECON 201 for the major and general education in practice.

4. N. Moore commented that the minor designation suggests that a student is a specialist beyond just the requirements for the major. F. Latour agreed that there needs to be balance. If the student is in a major that requires a number of courses from their minor, it is not fair to make them start from scratch and almost make them do another major for their minor. On the other hand, it does have to require more than just a major.

5. K. McGrath raised the issue of the use of course substitutions for history majors with public history minors in regards to HIST 301.

6. The group discussed the need to set limits on double-counting between majors and general education and between majors and minors.

7. The group decided that the lack of clarity in policy stems from the confusion about related requirements. J. Geller will put it on the agenda for the next meeting.

IV. Committee Bylaws

1. F. Latour informed the committee that it needs to meet the Senate requirement to review its bylaws.

2. The committee formed a subcommittee to review the bylaws. It is composed of F. Latour, S. Braverman, and R. Hernandez.

V. Fresh Start

1. M. Horan updated the committee on the current status of the new Fresh Start Program. The vote in Faculty Senate was delayed to allow S.G.A. to review it. It will be on the agenda for the next meeting.

VI. Reporting of Study Abroad Grades

1. R. Schwell reminded the committee that it still needs to review the current policy of listing study abroad course as TR credits instead of reporting letter grades. J. Geller will put it on the agenda for the next meeting.

The meeting adjourned at 4:30 pm.

Respectfully submitted,

K. McGrath
Secretary