

# COLLEGE-WIDE CURRICULUM COMMITTEE

# Year End Report AY 2023-2024

## Curriculum Committee, Hostos Charter of Governance Section 10

### A. Membership:

1. The membership of the Curriculum Committee shall be composed of one tenured or CCE representative from each Academic Department of the College, one (1) 13.3B HEO, and two (2) elected Student Senate representatives duly certified by the Vice President for Student Development and Enrollment Management.
2. The representatives shall be elected by each Department from its Curriculum Committee, and their names submitted to the Committee on Committees for final approval.
3. The Vice President for Academic Affairs or their designee and the Registrar shall serve as ex-officio members.

### B. Function:

The Curriculum Committee shall have the following duties:

1. To evaluate and recommend new courses in accordance with Board of Trustees guidelines.
2. To evaluate and recommend any modifications of current courses in the curriculum, including credits, hours, titles, course descriptions, language of instruction, prerequisites, co-requisites, etc.
3. To review and recommend approval of degree requirement and distribution requirements for existing Departments.
4. To review and recommend approval of all Letters of Intent and final proposals for all degree and certificate programs.
5. To review Letters of Warning and apprise the Senate.
6. To recommend to the College Senate the creation of subcommittees as the need arises, to cover such areas as skills across the curriculum, program review, etc.
7. To present to the College Senate, for its approval, any items voted upon and recommended by the committee.

### C. Charges of the College-Wide Curriculum Committee:

1. To establish and maintain the standards and integrity of the College curricula.
2. To review existing curricula periodically and recommend changes where appropriate.
3. To encourage the development of new courses, concentrations, and programs consistent with the mission of the College by providing a College-wide forum for consideration of all new courses and program proposals.
4. To review all curriculum proposals for their conformity to the College mission and objectives of the Department.
5. To review and approve the final draft of the curricular offerings in the College Catalog.
6. To preserve the institutional history of the Committee by yearly submitting the minutes, records, and reports to the College Archives housed in the Library.
7. To make recommendations regarding all curriculum proposals, and to transmit all such recommendations to the Executive Committee of the College Senate and the College Senate at large.

## 2023-2024 Chair of the Committee

Christine Hutchins, *English*

## 2023-2024 Recording Secretary for the Committee

Linda Ridley, *Business*

## 2023-2024 Members of the CWCC

Dean Babette Audant, *Provost's Designee*

Denise Cummings Clay,*Education*

Kathleen Doyle, *Mathematics*

Nancy Genova, *Behavioral and Social Sciences*
Christine Hutchins, *English, Chair*
Kobe Jacobs, *SGA*

Karin Lundberg, *Language & Cognition*
Ana Ozuna, *Humanities*
David Primak, *Registrar*

Silvia Reyes,*Office of Academic Affairs, HEO*

Linda Ridley, *Business, Recording Secretary*

Olga Steinberg, *Natural Sciences*

Jarek Stelmark, *Allied Health Sciences*

Haruko Yamauchi, *Library*

Wendy Small-Taylor and Johanna Arroyo, *Curriculum Office*

## 2020-2024 Statistics for CWCC

CWCC stats 2020-2021

Number of course revisions that passed: 43

Number of new courses that passed: 22

Number of program revisions that passed: 6

Number of Pathways courses that passed: 2

CWCC stats 2021-2022

Number of course revisions that passed: 39

Number of new courses that passed: 15

Number of program revisions that passed: 7

Number of Pathways courses that passed: 4

Number of new programs and options that passed: 2

CWCC stats 2022-2023

Number of course revisions that passed: 7

Number of new courses that passed: 11

Number of program revisions that passed: 4

Number of Pathways courses that passed: 5

Number of new programs and options that passed: 1

CWCC stats 2023-2024

Number of course revisions that passed: 28

Number of new courses that passed: 5

Number of program and options revisions that passed: 8

Number of Pathways courses that passed: 6

Number of new programs and options that passed: 2

Number of informational items: 9

## 2023-2024 Meetings of the CWCC

26 September 2023

17 October 2023

31 October 2023

28 November 2023

5 March 2024

26 March 2024

16 April 2024

7 May 2024

## 2023-2024 Informational Items

1. A.S. in Science Education proposed program – Articulation with Lehman College [2024 7 May AS Science Education Articulation Lehman BA Chemistry.pdf](https://drive.google.com/file/d/1HrIGdavtkadqIAsmg081htcPSOjgkKMX/view?usp=sharing)
2. A.S. in Science Education proposed program – Notice of Intent [2024 7 May AS Science Education Notice of Intent 041924-signed.pdf](https://drive.google.com/file/d/1LPry9fimoiVLSJwwFgKDNnJ8TJueHEuw/view?usp=sharing)
3. Articulation with School of Professional Studies (SPS) for A.A. degree in Liberal Arts Psychology option, [2023 28 Nov GTG Articulation Psychology Option.pdf](https://drive.google.com/file/d/16MAI3AS4HYISp8WkRkpeU6uD8CknafES/view?usp=sharing) (approved and published)
4. Articulation with School of Professional Studies (SPS) for A.A. degree in Liberal Arts Psychology Research option, [2023 28 Nov GTG Articulation Psychology Research Option.pdf](https://drive.google.com/file/d/1334LrXBmKOdqQ9offoRz0CZW1F4D-WVI/view?usp=sharing) (approved and published)
5. GERO 299 Challenge Exam for Prior Learning Assessment, [2024 16 April GTG EDU PLA Exam GERO.pdf](https://drive.google.com/file/d/1bM6aCIJJYbpwzkQj_MpRIJqAD_afFu4g/view?usp=sharing)
6. NYSED Change to Computer Science program [2024 7 May NYSED Computer Science Distance Ed.pdf](https://drive.google.com/file/d/10APMjCKi3C2uznWFC-fcpKjZNsUfbzBP/view?usp=sharing)
7. NYSED Change to Criminal Justice program [2024 5 March GTG Criminal Justice Distance Ed NYSED.pdf](https://drive.google.com/file/d/12rFD0aIbho2HTyFHDSHZyYSmD8kXvktb/view?usp=sharing)
8. NYSED Change to Public Interest Paralegal Studies program [2024 5 March GTG Paralegal Distance Ed NYSED.pdf](https://drive.google.com/file/d/1y_lOc6pSASkQJLTen2AF7kuKSv_xyEqz/view?usp=sharing)
9. NYSED Change to Public Policy and Administration program [2024 5 March GTG PPA Distance Ed NYSED.pdf](https://drive.google.com/file/d/17Ibek5ASvCK3jhOWIyD33lw4_5AYp8PU/view?usp=sharing)

## 2023-2024 Voting Items (passed)

### Course Changes

1. BIO 299 Independent Studies in Biology (approved and published)
2. CHE 299 Independent Studies in Chemistry (approved and published)
3. COOP 102 Work Experience I changed to Work Experience
4. CSC 300 Data Structure (approved and published)
5. CST 160 Introduction to Computer Software and Operating Systems
6. DD 108 Visual Narrative
7. DM 103 History of Electronic Music changed to Popular Music Since 1900
8. EDU 117 Adolescent Development
9. EDU 150 Introduction to Special Education
10. EDU 227 Instructional Technology Models and Practices
11. ESL 25 to ESL 10 and from ESL in Content Areas II to Academic ESL for High Beginners
12. ESL 26 to ESL 11 and from Contemporary Issues for ESL students II to Contemporary Issues I
13. ESL 27 to ESL 12 and from Literature for ESL Students II to Literary Readings in Academic ESL I
14. ESL 35 to ESL 20 and from ESL in Content Areas III to Intermediate Academic ESL
15. ESL 36 to ESL 21 and from Contemporary Issues III to Contemporary Issues II
16. ESL 37 to ESL 22 and from Literature for ESL Students III to Literary Readings in Academic ESL II
17. ESL 91 to ESL 30 and from Basic Composition to Advanced Academic ESL
18. ESL 92 to ESL 31 and from Foundations of Critical Reading to Readings in Advanced Academic ESL
19. HLT 106 Introduction to Health Care (Ethics & Law/Laboratory Skills) (approved and published)
20. HUM 100 Introduction to Global Humanities (approved and published)
21. LIN 100 Introduction to Linguistics
22. LIN 102 Bilingualism
23. LIN 103 Language Acquisition
24. LIN 105 Language and Power
25. OT 101 Computer Keyboarding and Document Formatting I changed to Keyboarding and Computer Applications
26. OT 209 Medical Office Procedures. Changing changed to Medical Office Procedures with Lab
27. PHY 299 Independent Studies in Physics
28. SPA 101 Elementary Spanish I (approved and published)

### Program Changes

1. A.A. in Liberal Arts Black Studies Option
2. A.A. in Liberal Arts Latina/o, Latin American, and Caribbean Studies Option
3. A.A. in Liberal Arts Women’s and Gender Studies Option
4. A.A.S./A.S. in Aging and Health Studies
5. A.A.S. in Office Technology
6. A.S. in Civil Engineering
7. A.S. in Liberal Arts and Sciences (approved and published)
8. A.S. in Liberal Arts and Sciences to A.S. in Science

### Pathways Submissions

1. FRE 117 French for Heritage Speakers (CCCRC returned)
2. HUM 141 Introduction to Global Film (CCCRC returned)
3. HUM 151 Race, Gender, and Sexuality in the Media
4. LIN 105 Language and Power (CCCRC approved)
5. SPA 101 Elementary Spanish I
6. VPA 172 Play and Performance Analysis

### New Courses

1. CST 140 Introduction to Computer Hardware
2. ENG 252 Artificial Intelligence and Advanced Composition
3. FYS 100 New York State of Mind: Getting Ready for College, Experimental Course (approved and published)
4. HLT 100 Introduction to Healthcare Professions
5. HLT 211 Introduction to Epidemiology (approved and published)
6. SPA 111 Elementary Spanish I (Laboratory) (approved and published)

### New Programs and Options

1. A.S. in Science Education proposed program course list and degree plan
2. A.S. in Earth System Science & Environmental Engineering Science (EES) proposed program course list and degree plan

### New Resources

* Curriculum Proposal Guide and Workflow Process, prepared by Wendy Small-Taylor,[2024 Curriculum Proposal Guide & Workflow Process.pdf](https://drive.google.com/file/d/1krFA4f3VB7Bav7BX2YzpreSZlJa25TCP/view?usp=sharing)
* Pathways Submissions Successful Examples [1. Pathways Submissions](https://docs.google.com/document/d/1Nhyx1dasVvqtOVSuK4M9Clp4bkW2g6QDfYJFD6MzaIk/edit?usp=sharing)

Item that will need to be updated in Fall 2024, for both ESL and MAT: Flowcharts for ESL, ENG, MAT gateway courses [Flowcharts NEW ESL ENG MAT 2022 Fall.pdf](https://drive.google.com/file/d/1uAYd5Vl3fZB_zRVVhAavByr_sjWY8OY8/view?usp=share_link)

## 2023-2024 Tabled/Withdrawn Items

1. ENG 110 Expository Writing. Changing pre-requisite from Passing CUNY Assessment Tests in Reading and Writing, OR Exemption or passing ENG 93 to Passing CUNY Assessment Tests in Reading and Writing, OR Exemption or passing ENG 93, OR Passed ESL 91 OR Passed ESL 92 OR Passed ESL 86 OR Passed ESL 88

## Students have been participating members of the CWCC

## Fall 2024 Plans

**Will you be willing to call the first meeting of the committee once it is certified by the Committee on Committees in Fall 2024 (at which point the new members will elect a Chair and Recording Secretary)?**

Yes: \_X\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ No: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

*Attach any additional information or concerns you may have to this form and send it by* ***May 13, 2024*** *to:*

**Professor Julie Trachman and Professor Michael Gosset, Co-Chairs, Committee on Committees as well as Professor Ernest Ialongo, Chair, Hostos College Senate**

**E-mail addresses: jtrachman@hostos.cuny.edu; mgosset@hostos.cuny.edu; eialongo@hostos.cuny.edu**

Fall 2024 Notes

A possible issue for future attention might be this: colleagues within our college community have suggested that they find the process for preparing and submitting curricular items a tad daunting. If this is the case, we might consider ways we can make available and transparent guides to the process and perhaps even workshops that help departments and faculty prepare submissions such as for Pathways courses;

New resources that could help with this are:

* Curriculum Proposal Guide and Workflow Process, prepared by Wendy Small-Taylor,[2024 Curriculum Proposal Guide & Workflow Process.pdf](https://drive.google.com/file/d/1krFA4f3VB7Bav7BX2YzpreSZlJa25TCP/view?usp=sharing)
* Pathways Submissions Successful Examples [1. Pathways Submissions](https://docs.google.com/document/d/1Nhyx1dasVvqtOVSuK4M9Clp4bkW2g6QDfYJFD6MzaIk/edit?usp=sharing)

# Fall 2024 Curriculum Schedule ([link here](https://docs.google.com/document/d/1iyZgA5Hcnh0L6u9GAATgp14O7Nr01hfbW7tV2Dc-BaU/edit?usp=sharing))

**DUE** to CWCC Chair Christine Hutchins; Dean Babette Audant; Curriculum Office, curriculumoffice@hostos.cuny.edu. Pathways submissions also copy Kristopher Burrell

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| --- | --- | --- | --- | --- | --- | --- | --- | --- |
| DUE to CWCC | REVISIONS DUE NOON | CWCC meets | SEC meets | Senate meets | CAPPR due | BoT meets | CCCRC due | CCCRC meets |
|  |  |  |  |  |  |  |  |  |
|  |  |  | 9/11/24 | 9/19/24 |  |  |  |  |
| 9/3/24 | 9/10/24 | 9/17/24 |  |  |  |  |  |  |
| 9/19/24 | 9/26/24 | 10/8/24 | 10/9/24 | 10/17/24 |  |  |  |  |
| 10/10/24 | 10/21/24 | 10/29/24 | 11/13/24 | 11/21/24 |  |  |  |  |
| 10/31 | 11/8/24 | 11/19/24 |  |  |  |  |  |  |
| 11/21/24 | 12/3/24 | 12/10/24 | 12/11/24 | 12/19/24 |  |  |  |  |

Fall 2024 CWCC, SEC, and Senate dates

|  |  |  |
| --- | --- | --- |
| **CWCC** | **SEC** | **Senate** |
|  | September 11 | September 19 |
| September 17 |  |  |
| October 8 | October 9 | October 17 |
| October 29 | November 13 | November 21 |
| November 19 |  |  |
| December 10 | December 11 | December 19 |

CUNY Central calendar Fall 2024, <https://www.cuny.edu/about/administration/offices/undergraduate-studies/pathways/about/ccrc/>