



COLLEGE-WIDE CURRICULUM COMMITTEE

Online Meeting, [CLICK THIS LINK TO JOIN](#)

Tuesday, March 5, 2024


3:30-5:00 pm

Agenda

1. Call to Order
2. Acceptance of CWCC agenda for meeting 5 March 2024 ([see link to agenda](#))
3. Approval of CWCC minutes for meeting 28 November 2023 ([see link to minutes](#))
4. Curricular Items – To be voted on
 - a. PHY 299 – Course Change
 - i. PHY 299 Independent Studies in Physics. Changing pre-requisite from CHE 220 and PHY 220 with a minimum grade of B and co-requisite MAT 310 to CHE 220 and PHY 220 and co-requisite MAT 310 ([see link to form](#)); Professor Anna Ivanova (Natural Sciences) presenting -[CLICK THIS LINK TO VOTE \(only open during vote\)](#)
<https://forms.gle/mDusmf3wYyKGrEhQ7>
 - b. DD 108 – Course Change
 - i. DD 108 Visual Narrative. Changing pre-requisite from VPA 121 to DD 100 ([see link to form](#)); Professor Andrew London (Humanities) presenting -[CLICK THIS LINK TO VOTE \(only open during vote\)](#)
<https://forms.gle/gY9R5GoHHNdbLtvY8>
 - c. CST 140 – New Course
 - i. CST 140 Introduction to Computer Hardware. Creating a course for part of the new Cybersecurity program ([see link to form and syllabus](#)); Professor Junghang Lee (Mathematics) presenting -[CLICK THIS LINK TO VOTE \(only open during vote\)](#) <https://forms.gle/TVdkTAYmQSezTYLZ6>
 - d. CST 160 – Course Change
 - i. CST 160 Introduction to Computer Software and Operating Systems. Changing course description and pre-requisite from CSC 140 to CST 140 for the new Cybersecurity program ([see link to form](#)); Professor Junghang Lee (Mathematics) presenting -[CLICK THIS LINK TO VOTE \(only open during vote\)](#) <https://forms.gle/wzk5E2eAbm8zwBkX9>
 - e. AA Liberal Arts Option in Women's and Gender Studies – Option Change
 - i. AA Liberal Arts Option in WGS. Adding to the Liberal Arts WGS Option the course HIS 212 Major Themes in U.S. Women's History ([see link to form](#)); Professors Elizabeth Porter and Marcella Bencivenni (WGS, Behavioral and Social Sciences) presenting -[CLICK THIS LINK TO](#)


VOTE (only open during vote)

<https://forms.gle/UkPkn5dCvEfLPHYDA>

5. Informational Items and New Business – Not voted on
 - a. Public Policy and Administration program – NYSED Change
 - i. Public Policy and Administration program. Adding to the program a distance education format ([see link to form](#)); Professor Nancy Genova (Behavioral and Social Sciences) presenting
 - b. Criminal Justice program – NYSED Change
 - i. Criminal Justice program. Adding to the program a distance education format ([see link to form](#)); Professor Nancy Genova (Behavioral and Social Sciences) presenting
 - c. Public Interest Paralegal Studies program – NYSED Change
 - i. Public Interest Paralegal Studies program. Adding to the program a distance education format ([see link to form](#)); Professor Nancy Genova (Behavioral and Social Sciences) presenting
 - d. New Resource: Curriculum Proposal Guide & Workflow Process, Wendy Small-Taylor,  2024 Curriculum Proposal Guide & Workflow Process.pdf

The Curriculum Office is responsible for the curriculum management and catalog management modules in [Coursedog \(link\)](#). The curriculum proposal workflow process drives these two modules. Once the academic departments change their curriculum, the changes are viewed in the Coursedog Catalog system. Therefore, accuracy and completeness of the forms are essential when curricular changes are submitted to college governance and BoT for approval. The curriculum management tool within Coursedog automatically moves course proposals through a transparent curriculum approval process through a workflow that begins in the Curriculum Office (after governance approval) to the Central Office Academic Program Review Office, and then final approval from the Board of Trustees before publication in the CUNY-wide Academic University Reports.

The Curriculum Office has prepared a curriculum proposal guide (attached) that illustrates an overview of the curricular change process and completing some required forms to assist with the curriculum proposal process. This guide includes annotated samples of the CUNY-required forms for submitting curricular proposals (changes). In addition to the guide, the Curriculum Office is available at your convenience to provide in-person or virtual meetings to support your department with any assistance required when completing the forms, archival curricular data, or policies and procedures that govern curricular submissions.

6. Announcements and Resources
 - a. Resource: Flowcharts for ESL, ENG, MAT gateway courses
 Flowcharts NEW ESL ENG MAT 2022 Fall.pdf

- b. Resource: CWCC membership Spring 2024, [College-Wide Curriculum Committee - Hostos Community College \(cuny.edu\)](https://www.hostos-cuny.edu/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*
 Wendy Small-Taylor, *Curriculum Office*
 Olga Steinberg, *Natural Sciences*
 Jarek Stelmark, *Allied Health Sciences*
 Haruko Yamauchi, *Library*

- c. Resource: CWCC meetings Spring 2024 ([full CWCC calendar link here](#))

All meetings at 3:30 at <https://hostos-cuny-edu.zoom.us/j/6756681908>

CWCC	SEC	Senate
	February 7	February 15
March 5	March 13	March 21
March 26	April 10	April 18
April 16	May 8	May 16

7. Adjournment

Christine Hutchins is inviting you to a scheduled Zoom meeting

Topic: CWCC Meeting

Time: This is a recurring meeting

Join Zoom Meeting

<https://hostos-cuny-edu.zoom.us/j/6756681908>

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- 103.122.167.55 (Australia Melbourne)
- 69.174.57.160 (Canada Toronto)
- 65.39.152.160 (Canada Vancouver)
- 207.226.132.110 (Japan Tokyo)
- 149.137.24.110 (Japan Osaka)

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