New York City College of Technology, CUNY

CURRICULUM MODIFICATION PROPOSAL FORM

This form is used for all curriculum modification proposals. See the [Proposal Classification Chart](http://openlab.citytech.cuny.edu/collegecouncil/files/2014/08/2013-10-09-Proposal_Classification_Chart.pdf) for information about what types of modifications are major or minor. Completed proposals should be emailed to the Curriculum Committee chair.

|  |  |
| --- | --- |
| **Title of Proposal** | **ENG 3403 Catalog Description** |
| **Date** | **10/12/17** |
| **Major or Minor** | **Minor** |
| **Proposer’s Name** | **Laura Westengard** |
| **Department** | **English** |
| **Date of Departmental Meeting in which proposal was approved** | **5/4/17 (minutes attached)** |
| **Department Chair Name** | **Nina Bannett** |
| **Department Chair Signature and Date** | **C:\Users\NBannett\Documents\electronic signature.bmp**  **10/16/2017** |
| **Academic Dean Name** | **Justin Vazquez-Poritz** |
| **Academic Dean Signature and Date** | **10/27/17** |
| **Brief Description of Proposal**  (Describe the modifications contained within this proposal in a succinct summary. More detailed content will be provided in the proposal body. | **Updated language for catalog description of English 3403, One Major Writer** |
| **Brief Rationale for Proposal**  (Provide a concise summary of why this proposed change is important to the department. More detailed content will be provided in the proposal body). | **The language in the catalog description was revised to more accurately and concisely reflect the course content.** |
| **Proposal History**  (Please provide history of this proposal: is this a resubmission? An updated version? This may most easily be expressed as a list). | **New submission** |

Please include all appropriate documentation as indicated in the Curriculum Modification Checklist.

For each new course, please also complete the New Course Proposal and submit in this document.

Please submit this document as a single .doc or .rtf format. If some documents are unable to be converted to .doc, then please provide all documents archived into a single .zip file.

**ALL PROPOSAL CHECK LIST**

|  |  |
| --- | --- |
| Completed CURRICULUM MODIFICATION FORM including: |  |
| * Brief description of proposal | X |
| * Rationale for proposal | X |
| * Date of department meeting approving the modification | X |
| * Chair’s Signature | X |
| * Dean’s Signature | X |
| Evidence of consultation with affected departments  List of the programs that use this course as required or elective, and courses that use this as a prerequisite. | N/A |
| Documentation of Advisory Commission views (if applicable). | N/A |
| Completed [Chancellor’s Report Form](http://openlab.citytech.cuny.edu/collegecouncil/files/2014/08/2013-10-09-Chancellor_Report_Quick_Reference_Guide1.doc). | X |

**EXISTING PROGRAM MODIFICATION PROPOSALS**

|  |  |
| --- | --- |
| Documentation indicating core curriculum requirements have been met for new programs/options or program changes. | N/A |
| Detailed rationale for each modification (this includes minor modifications) | X |

**Chancellor’s Report Form for Modification of Existing Courses (also used for minor changes)**

**Section AV: Changes in Existing Courses**

**Changes to be offered in the English department**

|  |  |  |  |
| --- | --- | --- | --- |
| **CUNYFirst Course ID** | 59489 |  |  |
| **FROM:** |  | **TO:** |  |
| **Department(s)** |  | **Department(s)** |  |
| **Course** |  | **Course** |  |
| **Prerequisite** |  | **Prerequisite** |  |
| **Corequisite** |  | **Corequisite** |  |
| **Pre- or corequisite** |  | **Pre- or corequisite** |  |
| **Hours** |  | **Hours** |  |
| **Credits** |  | **Credits** |  |
| **Description** | ~~The works of one English-language author are studied in the context of the author’s life, career and historical and cultural background, and may be considered from cross-cultural and cross-disciplinary perspectives. Authors studied may include such major figures as Austen, Baldwin, Crane, Dickinson, Faulkner, Henry James, Melville, Milton, Morrison, Shakespeare, Mark Twain, Walker, Whitman, Woolf.~~ | **Description** | In-depth focus on one English-language author allows for a more nuanced understanding of their style and use of language, legacy, influences, and situation within a specific place and time. Interdisciplinary and/or cross-cultural approaches may be incorporated. Authors change each semester and have included Chimamanda Ngozi Adichie, James Baldwin, Emily Dickinson, Flannery O’Connor, Toni Morrison, and Mark Twain. |
| **Requirement Designation** |  | **Requirement Designation** |  |
| **Liberal Arts** | [ ] Yes [ ] No | **Liberal Arts** | [ ] Yes [ ] No |
| **Course Attribute (e.g. Writing Intensive, Honors, etc** |  | **Course Attribute (e.g. Writing Intensive, Honors, etc** |  |
| **Course Applicability** | |  | | --- | | [ ] Major | | [ ] Gen Ed Required | | [ ] English Composition | | [ ] Mathematics | | [ ] Science | | [ ] Gen Ed - Flexible | | [ ] World Cultures | | [ ] US Experience in its Diversity | | [ ] Creative Expression | | [ ] Individual and Society | | [ ] Scientific World | | [ ] Gen Ed - College Option | | [ ] Speech | | [ ] Interdisciplinary | | [ ] Advanced Liberal Arts | | **Course Applicability** | |  | | --- | | [ ] Major | | [ ] Gen Ed Required | | [ ] English Composition | | [ ] Mathematics | | [ ] Science | | [ ] Gen Ed - Flexible | | [ ] World Cultures | | [ ] US Experience in its Diversity | | [ ] Creative Expression | | [ ] Individual and Society | | [ ] Scientific World | | [ ] Gen Ed - College Option | | [ ] Speech | | [ ] Interdisciplinary | | [ ] Advanced Liberal Arts | |
| **Effective Term** | Fall 2018 |  |  |

**Rationale: The course description has been revised in order to reflect more accurately and succinctly the content of the course, including updating the list of course topics and authors covered. This revision to the course description will provide students with more accurate and up-to-date information so they can make informed decisions when registering for courses.**

English Department Meeting: Thursday, May 4, 2017

Present:Profs. Alatriste, Bannett (Chair), Barlow, Behrent, Belli, But, Corbett, Devers, Do, Ellis, Falvey, Ferdinand, Garcia, Goodison, Guida, Hanley, Harris, Hellman, Huffman, Kwong, LaPuma, Miller, Ostrom, Porter, Rodgers, Saddik, Scanlan, Sears, Shapiro, Westengard

Absent:Profs. Bear (excused), Ferrell (on leave), Jeyaraj, Lansiquot (on leave), Leston (on leave), Nilles (on leave), Noonan, Rosen (on leave), Rudden (excused), Shapiro (excused), Williams (on leave)

Meeting called to order at 1:04 pm, Namm 522

1. Approval of Minutes from April 6, 2017

**• Approved Unanimously**

1. Chair’s Report:
   1. End of semester deadlines

Faculty are encouraged to give out SETs by the deadline established by the AIR office.

Faculty should make sure to submit paperwork for release time. Documentation, if available, is helpful. Questions related to WU and F should be addressed to Prof. Bannett, and faculty members should be accurate in the use of these grades (see the yellow end-of-semester documents for guidance).

Due to several faculty leaves for next year, the department will need people to take over these departmental positions: Developmental Reading Coordinator, Developmental Writing Coordinator, and English as a Second Language Coordinator.

Faculty will be able to take tours in the new building beginning this summer.

* 1. Curriculum updates:

Two curriculum changes passed College Council recently (PTW and ESOL).

* 1. Department goals for next year:

As this is the last month of the semester, Prof. Bannett encourages all faculty to

think about the goals for their committees for next year.

1. Literature Committee Report
   1. A proposal in the works to change course descriptions for ENG 3402 and 3403. The committee worked to refine the language of the college catalog description. Prof. Westengard asked for corrections and revisions. Several suggestions for revisions to these two descriptions were offered.

• Prof. Rodgers made a motion to accept course description revisions (by the end of the semester) with the understanding that the final version may need the incorporation of additional comments.

**Vote: yes: 28, no: 0, abstain: 0**

Prof. Westengard also advised faculty to help advertise new literature course via handouts, by word of mouth, and a new OpenLab site.

* 1. Literature OpenLab site, Prof. Belli:

Openlab.citytech.cuny.edu/literature

This site continues to be updated and expanded so that it can act as a hub for students, faculty, and the department as a whole. Especially important is the display of courses that will be offered each semester. Prof. Belli would like faculty members to contribute details for their specific courses for this OpenLab site. Such detailed information will help students and faculty know what is happening each semester. Send materials directly to Prof. Belli.

1. English Department OpenLab Site, Prof. Belli

Prof. Belli has created a private OpenLab project for the English department to facilitate discussion, share resources, and archive important materials (meeting minutes, committee reports, important documents). Only English department faculty will be able to view and contribute. Faculty are asked to join the project (<https://openlab.citytech.cuny.edu/english/>) and they may send materials and ideas for the site to Prof. Belli. The department will begin using the OpenLab site during the 2017-2018 academic year.

1. LAA Degree and Specializations, Prof. Barlow:

Tabled until next semester due to time constraints

1. PSC CUNY Update, Prof. Harris:

Prof. Harris provided “recommitment” cards to faculty members. This recommitment campaign is connected to the current and impending court case termed “Janus” in which the idea of dues might change in a way that would harm the future of the union. A handout on the history of the “Janus” case was distributed.

1. Good and Welfare:

• On behalf of Prof. Shapiro, Prof. Miller explained two new handouts and documents pertaining to the Atrium Learning Center.

• Prof. Alatriste reminded faculty that the ALC is connected to ESL tutoring.

• Today is the reception for the 2017 edition of *City Tech Writer*. The submission process is changing, and November will be the new deadline for future issues.

Looking Ahead:

• 2017 PARSE and documentation due to the Office of Faculty and Staff Relations by

June 5, 2017

• English department end of year potluck is Thursday, May 18th

• Honors Convocation is the evening of Tuesday, May 30th

• Commencement is the evening of June 5 at Barclays Center

Meeting adjourned at 2:09 pm.

Respectfully submitted,

Sean Scanlan

Dept. Secretary