**College of Liberal Arts Curriculum Committee**Minutes of the Second Meeting of the Spring 2024 Semester  
12:00 PM March 5, 2024  
Liberal Arts Building, Dean’s Conference Room, Room 343

Chair: Selfa Chew-Melendez

1. **Call to Order**
   * Meeting called to order at 12:03 PM
2. **Quorum Call**

|  |  |  |  |
| --- | --- | --- | --- |
| Meredith Abarca | *English* |  | Present |
| Arthur Aguirre | *Leadership and Community Engagement* | Present |
| Clayton Bench | *Religious Studies* | Present |
| Silvia Torezani | *Center for Inter-American Border Studies* | Present |
| Heather Kaplan | *Art* | Present |
| Charles Leinberger | *Music* | Present |
| Hilda Ontiveros | *Women’s and Gender Studies* | Present |
| Sara Potter | *Latin-US and Linguistics* | Present |
| Manuel Ramirez | *History* | Present |
| Ana Schwartz | *Psychology* | Present |
| Jeffrey Sirkin | *Creative Writing* | Present |
| Brad Cartwright | *History* | Present |
| James Stratton | *Theatre and Dance* | Present |

**Quorum:** 11  
**Members Present:** 13 of 24

**Guests:**

|  |  |  |  |
| --- | --- | --- | --- |
| Carlos Chavez | *College of Liberal Arts Dean’s Office* |  | Present |
| Levi Martin | *English* | Present |
| Soyeon Lee | *English* | Present |
| Todd Curry | *Political Science and Public Administration* | Present |
| Misty Duke | *Criminal Justice and Security Studies* | Present |
| Theodore Curry | *Criminal Justice and Security Studies* | Present |
|  |  |  |

1. **Revision and Approval of February 2024 Minutes**
   * Revisions: No revisions
   * Motion: Unanimous consent
   * February 2024 Minutes Approved
2. **Revision and Approval of March 2024 Agenda**
   * Revisions: No revisions
   * Motion: Unanimous consent
   * March 2024 Agenda Approved
3. **Special Business**
   * No special business to discuss.
4. **Old Business**

* No old business to discuss.

1. **New Business**

* Department of Criminal Justice and Security Studies
  + Course changes to MS-CCJ program
    - Discussion led by Curry
      * Proposal seeks to have minor changes to the General Requirements of certain existing courses in the Master of Science in Criminology and Criminal Justice Program
  + Motion: Unanimous consent
  + Curriculum change approved as submitted
* Department of Political Science and Public Administration
  + Addition of POLS 3300 and Subsequent Degree Plan Changes
    - Discussion led by Curry
      * Proposal seeks to change the required research methods course from 6 to 3 credit hours
  + Motion: Unanimous consent
  + Curriculum change approved as submitted
* Intelligence and National Security Studies Program
  + INSS MS Admissions Changes
    - Discussion led by Duke
      * Proposal seeks to drop the standardized test requirement
  + Motion: Unanimous consent
  + Curriculum change approved as committed
* Department of English
  + RWS Courses as Block Electives Options
    - Discussion led by Martin & Lee
      * Proposal seeks to count four Rhetoric and Writing Studies (RWS) Technical Writing and User Experience (TWUX) courses as block electives for non-TWUX majors in the College of Liberal Arts
  + Motion: Unanimous consent
  + Curriculum change approved as submitted
* College of Liberal Arts
  + CEL Designations
    - Discussion led by Cartwright
      * Proposal seeks to designate 25 courses scheduled for Fall 2024 and 10 courses scheduled for Summer and Fall 2024 as CEL
  + Motion: Unanimous consent
  + Curriculum change approved as submitted

1. **Other Business**

* No other business to discuss.

1. **Items Laid on the Table**
   * No items laid on the table.
2. **Adjournment**

* Meeting adjourned at 12:20 PM

**Posted: 9:18 AM on March 6, 2024**