

Minutes

English Department Curriculum Committee

February 28, 2024

2:00-3:30pm, via Zoom

In attendance: Annie Del Principe, Matthew Gartner, Robert Cowan, Carl Schlachte, Sara Rutkowski

I Vote on English 24

The committee unanimously approved the proposed curricular changes for English 24: Composition II

II Update on curricular activities

a. Transfer issues

Annie addressed progress toward resolving several odd transfer problems regarding KCC's literature elective courses. In January and February, she met with the English chairpersons of Brooklyn and Medgar Evers College. Four electives were resolved with Brooklyn College, and one is still under negotiation. Medgar Evers is in the process of reviewing curricular materials from our department to settle on appropriate transfer equivalencies within their own programs. Annie will meet with the chairpersons of Brooklyn, Medgar Evers, and CityTech this March to finalize formal articulation agreements between our department's new concentrations in Literary Studies and Creative Writing and the various English major pathways at those senior colleges. The curriculum committee can both receive and review proposals submitted by faculty members and department committees (i.e. the literature committee and the creative writing committee) and can also make suggestions to the department regarding the course and program proposals the department should consider adding.

b. Pathways certification

Annie and Sara provided updates about work on the Pathways certification process. Currently, Tisha Ulmer is creating official syllabi and completing the paperwork for English 77 and 78; Lesley Broder is doing the same for English 67 and 70; and Jane Weiss is working on English 63. With the committee's guidance, they intend to complete and submit all of the required materials by early fall, 2024.

c. Course titles and descriptions

The committee reviewed the new course titles and descriptions for various literature electives that Jane Weiss submitted by email earlier that day. Questions arose regarding the required or preferred length of the descriptions and a discussion ensued about what information should be included in both titles and descriptions to make the courses more accessible and appealing to

students. Matthew offered to work with Jane to research the genre of course descriptions and edit the proposed text.

III Elroy Esdaille's course proposal

The committee reviewed and discussed the paperwork that Elroy submitted for a proposed course, Caribbean Literature (English 79). Committee members had previously included digital comments both of Elroy's documents and on a separate document. It was decided that the course proposal needs a good deal of work, in terms of paring down its length, tightening the language, ensuring that all sections of the proposal form are completed, and developing learning outcomes that more clearly align with Pathways. Sara will send a memo to Elroy outlining these issues and Rob volunteered to work closely with Elroy to make the necessary changes.

IV Liaison roles for committee members

Following up on the previously self-assigned liaison roles (Matthew working with Jane, Sara with Tisha and Lesley, and Rob with Elroy), the committee discussed the importance of non-hierarchical faculty collaborations generally, and, specifically, how this committee can reach out and work directly with individual faculty members as new curricular projects arise.

V Presentations/Workshops for spring and fall

Annie outlined her plan to present a curriculum update—including inventory of our coursework and enrollment patterns—as part of a “state of the department” address during this May's department meeting. Also discussed was the possibility of conducting a workshop aimed at guiding faculty through the process of proposing new courses. Rob pointed out, however, that this could result in a flurry of course proposals that would not come to fruition. The idea was tabled until we have a better sense of the curricular landscape.

Carl presented his new baby to everyone's delight.

Submitted: Sara Rutkowski, 3/3/2