

## CSM Senate Meeting Minutes

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**Meeting date:** December 12<sup>th</sup>, 2022

**Time:** 2:30 pm

**Location:** Held via Zoom

**Members in attendance:**

- Chandra Yelleswarapu, Physics, Chair
- Daniel Dowling, Chemistry, Associate Chair
- Karla Schallies, Biology, Secretary
- Catherine McCusker, Biology
- Jonathan Rochford, Chemistry
- Kellee R Siegfried-Harris, Biology
- Maxim Olchanyi, Physics
- Michael Rahaim, Engineering
- Mridula Satyamurti, Chemistry
- Moriah Roache, Physics
- Nurit Haspel, Computer Science
- Oleg Lazarev, Mathematics
- Tiago Cogumbriero, Computer Science
- Velina Batchvrov, Student Success Program Coordinator
- Aidan Remington, Mathematics, Undergraduate Student Representative
- Eric Steele, Physics, Graduate Student Representative

**Member(s) absent:**

- Kenneth Fletcher, Computer Science
- Kourosh Zarringhalam, Mathematics
- Yusuf Mustopa, Mathematics

**Others in attendance:**

- Alexia Pollack, Associate Dean, CSM Dean Office Representative

The meeting was called to order at 2:33 pm.

1. A motion to approve the agenda for this meeting was seconded and approved unanimously

2. A motion to approve the November 14th, 2022, meeting minutes was seconded and approved unanimously.
3. Announcements
  - No announcements
4. New business
  - The Comparative and Ecological Immunology (BIOL 357) class proposal was described and discussed among the attending CSM Senate members during the meeting. ***A motion to approve*** The Comparative and Ecological Immunology (BIOL 357) class as a new course proposal was seconded and approved unanimously by the CSM Senate members.
  - ***A motion to approve*** the Computer Science Major (BS) Program change was seconded and approved unanimously by the CSM Senate members. The change included adding two new required courses, Cybersecurity (CS 449) and Networking/Distributed Computing (CS 446) which will now make them comply with the ABET requirements. In order to maintain the same number of credits required for the program, the program is removing the general science requirement and The Structure of Higher-Level Languages (CS 450) will no longer be required but it will count as an elective for the program.
  - ***A motion to approve*** the Chemistry Major (BS) Program change was seconded and approved unanimously by the CSM Senate members. The change included adding Biochemistry (Chem 354) as the suggested requirement for the Chemistry major students since Biochemistry (Chem 354) is required to earn accreditation from the American Chemical Society.
  - ***A motion to approve*** the Physics Major (BS) Program change was seconded and approved unanimously by the CSM Senate members. The change included adding

Computer Programming for Engineers (CS 109) as an alternative course to the existing Introduction to Computing (CS 110). This addition would not change the number of courses required to complete the degree but would help meet the current demand for knowledge of programming more inclined to physics/engineering majors.

- Update about the new course proposal for Ecology and Evolution in the Anthropocene (BIOL 644). The current proposal has a syllabus that does not follow the required format for graduate courses. The CSM Senate will discuss this class proposal when the syllabus aligns with the requirements.
- A new class for the Chemistry Department, referred as to Chemistry 608, will be subject to discussion for its approval in a future CSM Senate meeting.

#### 5. Dean's office remarks

- Alexia Pollack, Associate Dean, said she did not any specific remarks this time and open the floor for questions.
- One of the questions discussed was the assignments of Learning Assistants (LA) and Supplemental Instructors (SI). In Spring 2022, the CSM Senate voted and approved a text shared with the Dean's Office about the selection and allocation of LA and SI. The CSM Senate members were wondering if the request for faculty from the departments to review LA and SI proposals for Spring 2023 by the Dean's office was in alignment with the text that was voted on and approved by the CSM Senate in Spring 2022. Alexia Pollack, Associate Dean, explained that the Dean's office received 12 proposals from instructors of large introductory classes. The Dean's office has contacted each department to obtain a representative of the department to join an Ad hoc committee to discuss the proposals. After the explanation provided by Alexia Pollack, Associate Dean, about the

process being currently followed by the Dean's office, the CSM Senate agrees that the Dean's office process of reviewing the LA and SI proposals is align with the text that was voted and approved by the CSM Senate in Spring 2022.

## 6. Other Businesses

- CSM Strategic Planning Committee update
  - The Strategic Planning Committee met to start talking about their plans for their future including the planning for three areas, research, teaching, and committee engagement. It is hoped that many members of the CSM Senate volunteer to serve on the sub-committees to support the Strategic Planning Committee.
- By-Laws Discussion
  - The CSM Senate members have been working on updating the CSM Senate By-Laws for the past year.
  - A new paragraph will be added at the beginning of the By-Laws sub-committees description to include the text that each sub-committees must write minutes on each meeting and then have the minutes approved by their members at the following meeting.
  - The working draft for the CSM Senate By-Laws is now finalized. CSM Senate members were asked to share the CSM Senate By-Laws with their departments to have their feedback. [Link to the draft.](#)
  - Discussion on how to recruit members for each CSM Senate By-Laws committee is pending for a later time.
- Academic Affairs Committee question

- CSM Senate debated whether enrollment should be considered when deciding on a course proposal.
- During the open discussion, CSM Senate members discussed the options of asking for expected enrollment when deciding on the approval of the course, but it was concluded that enrollment should not be a limiting factor for governance to vote on a course proposal. Rather, CSM Senate members expressed that enrollment is a topic that should be considered by the department and the Dean's office at the time of course offering. The department would be more knowledgeable about the expected enrollment and the gap the proposed course is filling out for their students. The Dean's office would evaluate the enrollment after the course is approved when preparing the schedule for the semester.

7. The next meeting is on the second week of February.

Meeting adjourned at 3:40 pm.