

John Jay College of Criminal Justice

City University of New York

Undergraduate Curriculum and Academic Standards Committee

Minutes of March 14, 2025

The Undergraduate Curriculum and Academic Standards Committee held a remote meeting March 14, 2025, at 9:45 AM, via Zoom. Interim Dean Andrew Sidman called the meeting to order.

Voting Members Present: Anjalina Budhram, Alexa Capeloto, Jocelyn Castillo, Angelique Corthals, Crystal Endsley, Sergio Gallegos, Penny Geyer, Thomas Herndon, Sengkathirkumaran Kalamohan, Kathy Killoran, Ma'at Lewis, Cristina Lozano Argüelles, Shavonne McKiever, Kelly McWilliams, Tracie Meyers, Fatma Najjar, Gohar Petrossian, Amada Santiago, Andrew Sidman, Shreya Subramani, Robert Till, Marisa Tramontano

Voting Members Absent: Roosbelinda Cardenas, Nina Rose Fischer, Daniel Matos, Dor Nave, Judy-Lynne Peters, Gregory Umbach, Roberto Visani

Non-voting Attendees Present: Kayla Bassknight, Alexander Bolesta, Yaritma Cabral, Bettina Carbonell, Marta Concheiro-Guisan, Melissa Dolan, Suleima Ebrahim, Alvin Estrada, Wynne Ferdinand, Olivera Jokic, Lorena Laverde, Veronica Michel, Chrissy Pacheco, Patrizia Pelgrift, Dyanna Pooley, Mechthild Prinz, Stephen Russell, Christopher Shults, Bryce Tolbert, Sumaya Villanueva, Michael Yarbrough

I. Dean's Announcements— Interim Dean Andrew Sidman

Interim Dean Sidman introduced Director of Academic Support and Learning Technologies Bryce Tolbert, who spoke about a new digital creation lab which will open in Fall 2025. This new facility will include recording booths and a tech classroom and lab. Director Tolbert also introduced a form to be filled out by anyone willing that will help define what digital literacy is and how best to utilize the new digital creation lab to improve digital literacy.

Assistant Dean Wynne Ferdinand then shared progress regarding the development of students' writing skills in Gen Ed. Assignments that were crafted last year were piloted in Gen Ed courses this past fall, and there is now an accumulation of these assignments that can be adapted to other Gen Ed courses. Any faculty that are interested in continuing this work can participate in

1 an introductory workshop and then work in small groups in their department to develop
2 additional assignments that will then be added to the growing collection of work.

3

4 **II. Approval of the minutes of February 14, 2025**

5

6 There was no discussion.

7

8 **A motion was made and seconded to approve the minutes of February 14, 2025. The minutes**
9 **were approved unanimously with 21 votes in favor.**

10

11 **III. Old Business—None**

12

13 **IV. New Business**

14

15 **A. Program Review / Programs Subcommittee**

16

17 **i. Program Revisions**

18

19 **1. Revision of BA in Philosophy**

20

21 Dean Kathy Killoran introduced this revision, which clarifies the major restructuring of the
22 Philosophy BA that passed last year. To recap, the major revision added two concentrations;
23 the first is a more traditional philosophy curriculum, while the second focuses on philosophy
24 and law and is more geared toward students planning to enter the legal field.

25

26 This current revision notes that students on either track will be able to take any capstone
27 course to complete the program. Professor Sergio Gallegos affirmed this, noting that this will
28 give students more flexibility by ensuring that there will always be a capstone course for
29 students to take when they are ready to do so.

30

31 **A motion was made and seconded to approve the revision to the BA in Philosophy. The**
32 **motion was approved unanimously with 21 votes in favor.**

33

34 **2. Revision of the ADAP Program for BS Leading to the MS in Forensic Science**

35

36 Dean Killoran introduced this revision, which is needed because the course substitutions
37 identified between the bachelor's degree and master's programs were no longer aligned after a

1 recent revision to the Forensic Science MS. The change combined an advanced forensics course
2 and a DNA technology course into a single course. The new graduate course will now properly
3 translate back to fulfill the undergraduate requirement. This proposal will properly sequence
4 the courses that count back to complete undergraduate requirements for the bachelor's
5 degree.

6
7 **A motion was made and seconded to approve the revision to the ADAP Program for BS**
8 **Leading to the MS in Forensic Science. The motion was approved unanimously with 21 votes**
9 **in favor.**

10
11 3. Revision of ADAP Program for BA in Global History Leading to the MA in Human
12 Rights

13
14 Dean Killoran explained that this revision is also in response to a recent revision to one of the
15 base programs in the ADAP; this time, the Global History BA saw changes approved last month.
16 The ADAP will now have its undergraduate and graduate course equivalencies harmonized
17 again. Since a graduate course is being removed from the graduate section of the program
18 here, this revision will also seek approval by CGS.

19
20 **A motion was made and seconded to approve the revision to the ADAP Program for BA in**
21 **Global History Leading to the MA in Human Rights. The motion was approved unanimously**
22 **with 21 votes in favor.**

23
24 4. Revision of Minor in History

25
26 The changes to the Global History BA referenced above also affect the Minor in History. This
27 revision also further aligns the elective courses required by the minor and major, which will
28 help students seamlessly transition in the case that a history minor decides to declare for the
29 major.

30
31 **A motion was made and seconded to approve the revision to the Minor in History. The**
32 **motion was approved unanimously with 21 votes in favor.**

33
34 **B. General Education / Courses Subcommittee**

35
36 **i. New Courses**
37

1 1. LWS 3XX Legal Disruption Project

2
3 Assistant Dean Ferdinand introduced this new course, which will appear in part 5 (Societal and
4 Political Change) of the Law and Society BA. Dean Killoran clarified that it was previously
5 offered as a faculty-mentored research course. Professor Shreya Subramani expressed
6 excitement for the course, which will allow students to take more of a leadership role and even
7 help to shape the curriculum in the future.

8
9 Professor Michael Yarbrough echoed this excitement and offered a short history of the course's
10 experimental phase. Interim Dean Sidman praised the course as well and is looking forward to
11 seeing its future success, noting that even during the experimental phase it offered students an
12 impactful experiential learning opportunity.

13
14 **A motion was made and seconded to approve the new course LWS 3XX. The motion was**
15 **approved unanimously with 21 votes in favor.**

16
17 2. HJS 4XX (425) Experiential Senior Seminar in Humanities and Justice

18
19 Assistant Dean Ferdinand introduced this next course, which will serve as an alternative to the
20 standard research-focused senior seminar class required of the major. For this course, students
21 will complete an internship and an associated writing exercise. Professor Stephen Russell
22 further explained that the existing senior seminar better serves students who, after graduating,
23 want to attend law school, graduate school in education, or other professional career paths.
24 This new course will appeal to those students with a strong focus on activism who perhaps
25 want to enter the non-profit sector after earning their degree.

26
27 Professor Alexa Capeloto asked about the process by which students would connect with
28 internship opportunities. Professor Russell responded that faculty would be active participants
29 in the process and would use their connections to help students attain internships.

30
31 **A motion was made and seconded to approve the new course HJS 4XX (425). The motion was**
32 **approved unanimously with 21 votes in favor.**

33
34 ii. Course Revisions

35

- 1 1. PHI Bulk Course Revision: 201, 203, 204, 205, 210, 214, 216, 231, 235, 238, 302,
2 304, PHI/LAW 310, 315, 326, 327, 330, 340, 343, 351, PHI/AFR 354, 372, 377,
3 380-381

4
5 Dean Killoran explained that this bulk revision to philosophy course prerequisites remove
6 unnecessary barriers to registration. The Philosophy Department feels students will be well
7 prepared for these courses after taking either ENG 201, or ENG 201 plus any philosophy
8 course—or HJS 250 in the case of Humanities and Justice majors—as opposed to the
9 unnecessarily specific courses that make up the current prerequisites.

10
11 Three amendments were proposed by Dean Killoran: first, that PHI 302 retain the junior
12 standing requirement, as that course is part of the 300-level Justice Core and is meant to be a
13 culminating General Education course; second, that PHI 317 be added to the list, also retaining
14 the junior standing requirement due to being a Justice Core 300-level course; third, a correction
15 to the existing prerequisites for PHI 304, as there is an error when compared to the bulletin.
16 These amendments have been approved by Professor Sergio Gallego and the department.

17
18 Professor Capeloto asked whether any consideration was given to ensuring that students would
19 be adequately prepared for these courses regardless of what course they took as a prerequisite.
20 Professor Gallegos responded that conversations were had, and the conclusion was that any
21 philosophy course will give students the foundation they need for 300-level PHI courses.

22
23 **A motion was made and seconded to amend the proposal for the bulk PHI course revisions.**
24 **The motion was approved unanimously with 21 votes in favor.**

25
26 **A motion was made and seconded to approve the amended proposal for the bulk PHI course**
27 **revisions. The motion was approved unanimously with 21 votes in favor.**

- 28
- 29 2. HIS 264 History of China to 1650
- 30 3. HIS 270 Marriage in Medieval Europe
- 31 4. HIS 274 History of China, 1650 – Present
- 32 5. HIS 362 History of Science & Medicine: Prehistory to 1650
- 33 6. HIS/GEN 364 History of Gender and Sexuality: Prehistory to 1650
- 34 7. HIS 375 Female Felons in the Premodern World

35
36 Dean Killoran said that these revisions all make small changes to the titles and course
37 descriptions in order to make them more general in terms of time period and/or geographic

1 reach. The expanded spatiotemporal umbrellas will allow the courses to cover a wider range of
 2 content depending on the goals and expertise of the instructors.

3

4 **A motion was made and seconded to consider the revisions to HIS 264, HIS 270, HIS 274, HIS**
 5 **362, HIS/GEN 364, and HIS 375 as a slate. The motion was approved unanimously with 21**
 6 **votes in favor.**

7

8 **A motion was made and seconded to approve the slate. The motion was approved**
 9 **unanimously with 21 votes in favor.**

10

11 8. SOC 324 Advanced Social Statistics

12 9. SOC 328 Qualitative Research Methods

13 10. SSC 325 Research Methods in Criminology and Sociology

14

15 Dean Killoran explained that these proposals remove STA 250 from the course pre-reequisites.
 16 The Sociology Department believes that calculative statistics does not come up often in the
 17 upper-level courses in both the sociology and criminology majors. Upcoming revisions to the
 18 majors are forthcoming next year that creates a new quantitative reasoning class. Professor
 19 Maria Tramontano further commented that there are options within the department for
 20 students in these majors to learn statistics that teach more applied skills than the pure math
 21 focus they would see from the math department's statistics course. Other small changes to the
 22 course descriptions make clear that these are not statistics-heavy courses.

23

24 A motion was made and seconded to consider the revisions to SOC 324, SOC 328, and SSC 325
 25 as a slate. The motion was approved unanimously with 21 votes in favor.

26

27 **A motion was made and seconded to approve the slate. The motion was approved**
 28 **unanimously with 21 votes in favor.**

29

30 **V. Other Business**

31

32 1. Revision of the Grade Appeal Policy

33

34 Interim Dean Sidman noted that we would do a first reading of the draft today, followed by a
 35 second reading in April. He has received some feedback from the academic department chairs.
 36 The main goals of the revision are to make the process easier to understand for students, and
 37 to also give them what they feel is a fair hearing for a grade challenge. The new preamble will

1 help with more student-friendly language, and subsequent sections lay out the situations in
2 which a potential unfair grade manifests.

3
4 Another big change is the role of the College-wide Grade Appeals Committee. Currently it steps
5 in when a departmental grade appeal committee cannot or will not rule on a grade appeal, or
6 when a faculty member refuses to change a grade that their department recommends be
7 changed. In the second case, however, the faculty member could still refuse to change the
8 grade. Under the new policy, students can invoke the College-wide Grade Appeals committee,
9 who could then empower the department chair to change the grade directly.

10
11 Interim Dean Sidman reiterated that the plan is to vote on this in April, however there is room
12 to discuss and implement further changes if anyone thinks it is not ready.

13
14 2. Strategic Planning Process – VP Christopher Shults, Dyanna Pooley, Andrew
15 Sidman

16
17 Vice President Shults presented an update on the College’s strategic planning process and
18 upcoming opportunities to participate. Discussions about both the mission statement and
19 vision statement are ongoing, and Vice President Shults implored everyone to get involved, as
20 these are statements that are meant to reflect the whole community. The hope is to have the
21 new strategic plan approved by the College Council in September or October, 2025. VP Schults
22 also summarized some of the achievements the College has completed as a result of the
23 current strategic plan. Director of Outcomes Assessment Dyanna Pooley then presented an
24 environmental scan, highlighting statistics and current events that will impact how we approach
25 our educational mission in the coming years.

26
27 Interim Dean Sidman recommended that everyone take a look at the resources provided by
28 Vice President Shults, as well as the calendar of upcoming events, and then participate in these
29 activities.

30
31 The meeting concluded at 11:45 AM.

32
33 Submitted by,
34 Alexander Bolesta, scribe