

1 **John Jay College of Criminal Justice**  
2 City University of New York  
3 Undergraduate Curriculum and Academic Standards Committee

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5 **Minutes of February 14, 2025**  
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7 The Undergraduate Curriculum and Academic Standards Committee held a remote meeting  
8 February 14, 2025, at 9:45 A.M., via Zoom. Interim Dean Andrew Sidman called the meeting to  
9 order.

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11 **Voting Members Present:** Anjalina Budhram, Alexa Capeloto, Roosbelinda Cardenas, Jocelyn  
12 Castillo, Angelique Corthals, Crystal Endsley, Nina Rose Fischer, Sergio Gallegos, Thomas  
13 Herndon, Sengkathirkumaran Kalamohan, Kathy Killoran, Ma'at Lewis, Cristina Lozano  
14 Argüelles, Shavonne McKiever, Kelly McWilliams, Tracie Meyers, Fatma Najar, Dori Nave, Judy-  
15 Lynne Peters, Gohar Petrossian, Amada Santiago, Andrew Sidman, Robert Till, Marisa  
16 Tramontaro, Gregory Umbach, Roberto Visani

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18 **Voting Members Absent:** Penny Geyer, Daniel Matos, Shreya Subramani

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20 **Non-voting Attendees Present:** Maggie Arismendi, Alexander Bolesta, Yaritma Cabral, Virginia  
21 Diaz-Mendoza, Melissa Dolan, Alvin Estrada, Wynne Ferdinand, Olivera Jokic, Allison Kavey,  
22 Lorena Laverde, Stacy Nardin, Stacy Nardin, Chrissy Pacheco, Patrizia Pelgrift, Dyanna Pooley,  
23 Stephen Russell, Toy-Fung Tung

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25 **I. Dean's Announcements—Interim Dean Andrew Sidman**  
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27 Interim Dean Sidman began with the good news that our enrollment numbers have stabilized  
28 and that we are in a relatively good position financially after some years of uncertainty since  
29 the pandemic. Credit is given in part to the hard work of faculty, chairs, and directors in  
30 producing an efficient schedule of classes.

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32 **II. Approval of the minutes of December 13, 2024**  
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34 There was no discussion.

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36 A motion was made and seconded to approve the minutes of December 13, 2024. The minutes  
37 were approved unanimously with 21 votes in favor.

1 **III. Old Business—None**

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3 **IV. New Business**

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

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7 **i. Program Revisions**

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9 1. Revision of the BA in Global History

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11 Dean Killoran introduced this revision, which aims to help transfer students especially complete  
12 the required course sequences in a reasonable amount of time. It accomplishes this by  
13 rearranging one section of the program and removing two courses from the requirements.

14

15 Professor Stephen Russell added that the curriculum team researched this issue quite a bit and  
16 they are confident that these changes can be made to help students not fall behind while still  
17 adhering to the learning outcomes of the program. The old structure of the major divided  
18 courses into various buckets, and students get stuck in certain buckets which later may bring up  
19 scheduling issues. The drawbacks of this system outweigh the benefits of having focused  
20 categories for students to work through.

21

22 Professor Cristina Lozano Argüelles noted that some of these sequencing issues appear to come  
23 from DegreeWorks, and Professor Russell agreed, saying that during advising many students say  
24 that they think they need to take courses in the order in which they appear on DegreeWorks,  
25 and that this issue can be mitigated by optimizing the display of the program in DegreeWorks.

26

27 Professor Alexa Capeloto asked some questions about the considerations made regarding the  
28 level of the learning outcomes of the reshuffled electives. Professor Russell responded that the  
29 learning outcomes were already pretty well defined by level thanks to previous work by the  
30 curriculum committee, so that didn't introduce any additional burdens to the reshuffling  
31 process.

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33 A motion was made and seconded to approve the revision to the BA in Global History. The  
34 motion was approved unanimously with 24 votes in favor.

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## 2. Revision of the BA in Humanities and Justice

Dean Killoran introduced this revision which, like the previous item, addresses course sequencing to help keep students on track. Instead of a three-course research sequence culminating in a thesis, the program will eliminate one course from the sequence, and students will cap off the major with a one-semester senior seminar.

Professor Allison Kavey then explained that students would fall behind in the sequence, necessitating the creation of summer sections just to catch them up, which was not sustainable. Furthermore, the hope that having a longer, three-course sequence as a culminating experience would result in comparatively high-quality work was not panning out. Thus, a rethinking of the final stage of the program felt appropriate.

This revision will combine two courses into a research methods course that will focus on scholarship review and research writing. Then, as Kathy noted, the capstone course will have the students put these skills to use with the writing of a lengthy paper.

A motion was made and seconded to approve the revision to the BA in Humanities and Justice. The motion was approved unanimously with 25 votes in favor.

## 3. Revision of the Minor in Africana Studies

Dean Killoran presented this revision, which makes clearer that students need to complete six credits of required courses—AFR 140 and a choice of a 300-level course—and then four elective courses.

A motion was made and seconded to approve the revision to the Minor in Africana Studies. The motion was approved unanimously with 25 votes in favor.

### **B. General Education / Courses Subcommittee**

#### **i. Course Revisions**

1. HUM 300 Landmark U.S. Supreme Court Cases: Criminal Justice and Humanities Perspectives (Korematsu v. US topic)

1 Professor Toy-Fung Tung explained that this course is one of several variations of the Landmark  
 2 Supreme Court Cases series, and that the English Department would like to make it its own  
 3 independent course under the LIT heading. This would also fill a curricular gap, as there are  
 4 currently not many courses at John Jay looking at Asian racism. In addition to being part of the  
 5 new Global Asian Studies minor, this course will also be part of a law career path component  
 6 that is currently being developed within the English major.

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8 A motion was made and seconded to approve the revision to HUM 300. The motion was  
 9 approved unanimously with 25 votes in favor.

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## 11 2. HJS 415 Thesis in Humanities and Justice Studies

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13 Professor Russell explained that in light of the revision to the major, this course needed an  
 14 adjustment to its title and prerequisites. Additionally, this revision changes the description to  
 15 better explain to students what the workload expectations of the course are.

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17 A motion was made and seconded to approve the revision to HJS 415. The motion was  
 18 approved unanimously with 25 votes in favor.

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## 20 3. HIS 300 Research Methods in History

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22 Professor Russell again explained that this revision updates prerequisites and changes the  
 23 description to better relay to students the work that will be done in the course.

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25 A motion was made and seconded to approve the revision to HIS 300. The motion was  
 26 approved unanimously with 25 votes in favor.

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28 4. HIS 323 History of Lynching and Collective Violence

29 5. HIS 327 History of Genocide: 500 CE to the Present

30 6. HIS 344 Topics in Legal History

31 7. HIS 352 History and Justice in the Wider World

32 8. HIS 354 Law and Society in Ancient Athens and Rome

33 9. HIS 366 Religions of the Ancient World

34 10. HIS 368 Law and Society in the Ancient Near East

35 11. HIS 374 Premodern Punishment

36 12. HIS 381 Social History of Catholicism in the Modern World

37 13. List of HIS Courses to Inactivate & Remove from UG Bulletin

1 Dean Killoran recommended these items be taken as a slate. Each of these proposals adds a  
2 sentence to the course description notifying students that they will be writing a term paper in  
3 the course. The final item formally inactivates courses that have not been taught in a long time  
4 and will not be taught again in the foreseeable future. The courses could be activated again if  
5 need be.

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7 A motion was made and seconded to consider course revision items 4-13 as a slate. The motion  
8 was approved unanimously with 25 votes in favor.

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10 A motion was made and seconded to approve the slate of revision items 4-13. The motion was  
11 approved unanimously with 25 votes in favor.

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### 13 **V. Other Business**

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#### 15 1. Online Courses and Programs Policy Draft: for Discussion—Wynne Ferdinand

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17 Dean Sidman explained that the current policy regarding online courses dates back to 2013 and  
18 needs to be refreshed in this current era of expanded online options at John Jay. It is important  
19 to ensure that students learning online receive the same quality of education as those who are  
20 taking the same courses and programs in-person.

21

22 Assistant Dean Wynne Ferdinand presented both a draft of the proposed policy and a  
23 document that is to serve as an introduction to best practices and guidance for teaching online.  
24 Comments were welcomed and will be taken into consideration as a final document is created  
25 and brought back later for a vote.

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#### 27 2. Universal Grade Change and WN Reversal Application

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29 Registrar Shavonne McKiever announced that the Universal Grade Change and WN Reversal  
30 application that has been in development for several years on the university-level will go live on  
31 February 18, 2025, and will replace the current, John Jay-based application. This new app will  
32 be for these items that cover the last year. For older grade changes, we will continue to use the  
33 locally created app that has been in use for several years already. The Registrar's Office is  
34 creating a new webpage that will house links to their various apps. The Registrar's Office in  
35 collaboration with DoIT is in the final stages of launching a Course Substitution app.

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37 The meeting concluded at 10:55 AM.

- 1 Submitted by,
- 2 Alexander Bolesta, scribe