**Minutes of the February 18, 2015 Regular Meeting of the  
Shepherd University Core Curriculum Committee**

|  |  |  |  |
| --- | --- | --- | --- |
| Chair – Chris Lovelace | present | EDUC – Dawne Burke | present |
|  |  | HPERS – Greg Place | present |
| BIOL – Burt Lidgerding | X | NURS – Laura Clayton | present |
| CHEM – Robert Warburton | present | Library – Ann Henriksson | X |
| CSME – Ralph Wojtowicz | X |  |  |
| IES – Ed Snyder | X | Ex Officio: |  |
|  |  | Tracy Seffers (Registrar) | X |
| CAT – David Modler | present | Laura Renninger (Assessment TF) | present |
| EML – Tim Nixon | present | Anne Bremer (Student Success) | X |
| HIST – Anders Henriksson | X | Christana Johnson (Multicultural St. Affairs) | X |
| MCOM – Matthew Kushin | present | Rachel Crum (Service Learning) | X |
| MUSC – Erik Jones | present | Emily Gross (Academic Support) | present |
|  |  | Sylvia Bailey Shurbutt (C&I) | present |
| ACCT – Cindy Vance | present | Shannon Holliday (FYEX) | X |
| BADM – Cydne Perry | present | Sarah Lee (student) | present |
| ECON – John Schultz | present | Cassie Nipe (student) | present |
| PSCI – Stephanie Slocum-Schaffer | X |  |  |
| PSYC – Larry Daily | present |  |  |
| SOWK – Karen Green | present |  |  |
| SOCI – Momodou Darboe | present |  |  |

The February 18, 2015 meeting of the Shepherd University Core Curriculum Committee was held in the Storer Ballroom of the Student Center. Dr. Lovelace called the meeting to order at 4:13 p.m.

1. **Approval of the minutes from the meeting of 1/21/2015**The minutes were approved with minor changes.
2. **Announcements**  
   1. Welcomed Sarah Lee, the new student representative.

2. Changes to the C&I form: Although the changes to the form were already approved, the suggestions made by the CCC were noted.

1. **C&I Report (Dr. Shurbutt)**.

1. The new C&I forms are available and now posted on the C&I website.

2. Proposals for Interdisciplinary Programs are being discussed.

3. The University Curricular Proposal Flow Chart was distributed and discussed. This flow chart is now available on both the C&I and CCC websites.

4. One question being addressed is whether new Minors need to go to the HEPC.

1. **Second readings**  
     
   **HPERS**: Add HLTH 101 as a Tier I FYEX option/Add HLTH 450 as a Tier III capstone  
   Dr. Kendig presented both proposals for a second reading. She addressed all the suggestions and recommendations made by the committee, in-which she received a huge THANK YOU!

M/S/P unanimously to accept both proposals as a package.

**COMM**: Add COMM 302 as a Writing in the Major option  
Dr. Kushin presented this proposal for a second reading. There was a minor change on his form to have the expected date to be Fall 2015.

M/S/P unanimously to accept the proposal.

1. **First readings**

**SOCI**: Add SOCI 420 as a Tier II Writing in the Major class  
Dr. DeWitt presented a proposal to add SOCI 420 as a Tier II Writing in the Major for Sociology students. During the discussion of the proposal, the committee wanted to ensure that the total number of pages generated for the papers written will be at least 30 pages. It was suggested that Dr. DeWitt lower the course size to 20 students and it was highlighted that the Writing in the Major courses are in Tier 2 and are recommended for 2nd and 3rd year students. This proposal appeared to be for senior-level students. A tutoring/DSS clause will be provided for Dr. DeWitt to include in the proposal.

**HNRS**: Course name changes for HNRS 102, HNRS 105

Dr. Cantrell presented a proposal for name changes involving two honors courses:

HNRS 102 – Proposed change: Honors First Year History/ HNRS 105 – Proposed change: Honors First Year English. The proposed name changes reduce confusion between other first year courses and make it clear that the two courses are connected.

During the discussion it was suggested that Dr. Cantrell consider pairing a 100-level and 200-level course together and changing HNRS 105 to HNRS 205. He indicated that the 205 designation would better represent the level of work in the course. There was discussion about assessment plans for the courses as there were no plans submitted with the proposal. It was suggested that Dr. Cantrell use previous assessment plans created to generated plans that would compliment his proposed courses and to provide assessment plans for the next CCC meeting, which is April 15, 2015 in the Storer Ballroom.

1. **Other business**Dr. Jones presented an update from the CC Substitution Committee. He reported about a petition that involved sociology courses taken at a different institution by a transfer student and that student wanted to substitute those courses for Core Courses. Dr. Jones noted that the committee takes very seriously the discussion during the November 2014 meeting, which set the foundation for their decision, which was to deny the petition. Dr. Jones also noted that committee primarily concerns itself with petitions that involve transfer students and students that have taken unusual paths (e.g. changing majors).

Meeting adjourned at 5:02 p.m.

Respectfully submitted by: Cydne A. Perry, Ph.D.