**Minutes of the February 17, 2016 Regular Meeting of the  
Shepherd University Core Curriculum Committee**

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| Chair – Chris Lovelace | Present | EDUC – Dawne Burke | Present |
|  |  | HPERS – Greg Place | Present |
| BIOL – David Wing | Present | NURS – Mary Coyle | X |
| CHEM – Robert Warburton | Present | Library – Ann Henriksson | Present |
| CSME – Ralph Wojtowicz | X |  |  |
| IES – Sytil Murphy | Present | Ex Officio: |  |
|  |  | Tracy Seffers (Registrar) | X |
| CAT – David Modler | Present | Laura Renninger (Assessment TF) | Present |
| EML – Tim Nixon | X | Anne Bremer (Student Success) | X |
| HIST – Anders Henriksson | Present | Jose Moreno (Multicultural St. Affairs) | X |
| MCOM – Monica Larson | Present | Rachel Crum (Service Learning) | Present |
| MUSC – Rob Tudor | Present | Emily Gross (Academic Support) | Present |
|  |  | Sylvia Bailey Shurbutt (C&I) | Present |
| ACCT – Cindy Vance | Present | Shannon Holliday (FYEX) | X |
| BADM – Cydne Perry | X | Kahlen Browning (student) | X |
| ECON – John Schultz | X | Graham Scott (student) | X |
| PSCI – Stephanie Slocum-Schaffer | X |  |  |
| PSYC – Larry Daily | Present |  |  |
| SOWK – Karen Green | Present |  |  |
| SOCI – Momodou Darboe | X |  |  |

The February 17, 2016 meeting of the Shepherd University Core Curriculum Committee was held in the Cumberland Room of the Student Center. Dr. Lovelace called the meeting to order at 4:10 p.m.

1. The minutes of the January 20, 2016 meeting were approved as distributed.
2. Announcements
   1. Dr. Lovelace thanked Larry Daily for chairing the January 20th meeting and David Wing for taking the minutes of that meeting.
   2. At the meeting of January 20, Monica Larson agreed to represent Arts & Humanities on the Course Substitution Subcommittee. After a brief discussion about a representative from Natural Sciences and Mathematics, it was suggested that the Chair contact Ralph Wojtowicz and ask whether he would be willing to serve.
   3. Dr. Lovelace reminded the Committee that, due to Spring Break, there would be no meeting in March.
3. C&I Report

Dr. Shurbutt reported that C&I was considering major changes to the ENVS program. She also reported that the Global Studies major would likely be approved at the next C&I meeting and that the committee was discussing the process for course deletions.

1. Center for Teaching and Learning

Dean Renninger reported that:

* 1. Assessment of the Core Curriculum looked good, with nearly 100% compliance. Most departments included improvement plans if they failed to meet their benchmarks. Dean Renninger said that she would post the 150 page Core Assessment Report.
  2. For the assessment plans due in May, additional departments are needed to assess some competencies. The needed competencies are teamwork (only Chemistry is currently assessing this), civic knowledge and engagement (only History), multiculturalism and diversity (only English), and ethical practice (only Psychology).

1. Course Substitution Subcommittee
   1. No report.
2. The course deletion process order was discussed.
3. Second Readings
   1. **COMM:** Add COMM 203 Communication and New Media as a Tier II Humanities (CK) option. A motion to approve the proposal was made, seconded, and passed (vote: 15 for, 0 against).
   2. **FACS:** Change FACS 430 to serve as both Capstone and Writing in the Major. A motion to approve the proposal was made, seconded, and passed (vote: 15 for, 0 against). Delete FACS 403 as a Tier II Writing in the Major course. A motion to approve the proposal was made, seconded, and passed (vote: 15 for, 0 against).
   3. **IEPS:** Change ENVS 462 to serve as both Capstone and Writing in the Major. A motion to approve the proposal was made, seconded, and passed (vote: 15 for, 0 against). Delete ENVS 460 as a Tier II Writing in the Major option. A motion to approve the proposal was made, seconded, and passed (vote: 15 for, 0 against). Change ENVS 201 and ENVS 202 Tier I LS courses to separate out the lab components. Create ENVS 201L and ENVS 202L as Tier I LS lab options. A motion to approve the proposal was made, seconded, and passed (vote: 15 for, 0 against).
4. First Readings
   1. **SOCI:** Delete SOCI 405 as a Tier II Writing in the Major option. A motion to waive the first reading was made, seconded, and passed. A motion to approve the proposal to delete SOCI 405 as a Writing in the Major course was made, seconded, and passed (vote: 15 for, 0 against).
   2. **GLBL:** Proposal to add GLBL 450 Capstone in Global Studies as a Tier II Writing in the Major course and as a Tier III Capstone course.
   3. **HPERS:** Add RECR 444 Design & Analysis Research in Recreation and Sport as a Tier II Writing in the Major course. Delete RECR 324 as a Tier II Writing in the Major course. Add HLTH 350 Research Methods in Health and Exercise as a Tier II Writing in the Major course.
   4. **COMM:** Change COMM 461 Senior Capstone from 3 to 2 credits. There was no Dean’s signature on the form.
   5. **BIOL:** Delete BIOL 150 as a Tier I First Year Experience class. Renumber BIOL 101 to BIOL 103 and BIOL 102 to BIOL 104. Add BIOL 211 and BIOL 212 as Tier I Science options (will replace BIOL 208/209). Change BIOL 425 (a Tier II Writing in the Major and Tier III Capstone course) to include elements from BIOL 415. Delete BIOL 415 as a Tier II Writing in the Major and Tier III Capstone course.
   6. **CHEM:** Change the catalog description for CHEM 450 (a Tier II Writing in the Major and Tier III Capstone course). There was no Dean’s signature on the form. It was noted in discussion that the Dean’s signature doesn’t indicate approval or disapproval, but only that the Dean has been apprised of the proposal. A motion to proceed without the Dean’s signature was made, seconded, and passed. A motion to waive the first reading was made, seconded, and passed. A motion to approve the change to the catalog description for CHEM 450 was made, seconded, and passed (vote: 14 for, 0 against).
   7. A motion was made, seconded, and passed to revisit the COMM proposal (see item VIII.d). A motion to proceed without the Dean’s signature was made, seconded, and passed. A motion to waive the first reading was made, seconded, and passed. A motion to approve the change in credits for COMM 461 was made, seconded, and passed (vote: 14 for, 0 against).
   8. **NURS:** Remove the pre-requisites and co-requisites from NURS 310 Lifespan Health Promotion in Nursing (a Tier II Wellness course). A motion to waive the first reading was made, seconded, and passed. A motion to approve removing the pre-requisites and co-requisites from NURS 310 was made, seconded, and passed (vote: 14 for, 0 against).

Meeting adjourned at 5:11 p.m.

Respectfully submitted by: Larry Z. Daily