**Shepherd University { Core Curriculum } Meeting Minutes Sept. 21, 2011**

**Committee Membership:**

Andro Barnett (HPERS) present

Laura Clayton (NURS) present

Momodou Darboe (SOCI) X

Heidi Dobish (Chair) present

Kathleen Corpus (BADM) present

Karen Green (SOWK) present

Cindy Vance (ACCT) present

Dawn Burke (EDUC) present

Anders Henriksson (HIST) present

Ann Henriksson (Library) present

Erik Jones (MUSC) present

Kristin Kaineg (CAT) present

Bob Warburton (CHEM) present

Tim Nixon (E&ML) X

Burt Lidgerding (BIOL) present

John Schultz (ECON) present

Stephanie Slocum-Schaffer (PSCI) X

Ed Snyder (IES) X

Chris Elmer (CSME) present

Kevin Williams (MCOM) X

Timothy Leonard (student rep) present

Student Rep (student rep) X

Student Rep (student rep) X

Helena Cole (retention Specialist) present

Holly Frye (Service Learning) X

Emily Gross (Academic Support) present

Christana Johnson (Multicultural SA) X

Judi McIntyre (FYEX Director) present

Laura Renninger (Assessment Task Force) present

Tracy Seffers (Registrar) present

Sylvia Bailey Shurbutt (C&I Chair) present

The September 21, 2011 meeting of the Shepherd University General Studies Committee was held in White Hall Room 104. Chair, Heidi Dobish called the meeting to order at 4:10 p.m.

**Meeting Schedule (2011-2012):**  The General Studies Committee will meet every third Wednesday of the month at 4:10pm.

1. **Approval of the minutes from the meeting of 04/20/2011**
	1. Move to approve by Dr. Henriksson. Second. Minutes unanimously approved with the following changes.
		* Noted that Dr. Lidgerding has replaced Dr. Plautz as the BIOL representative
		* SPAN 301 proposal was withdrawn, only SPAN 302 will be the only course to fulfill the Writing in the Major requirement.
		* Clarification of “Other Business” Dr. Schultz wanted to verify that the committee actually voted to return to the mandated schedule. Indeed, at the end of the April 20 meeting we did vote and approve to meet the third Wednesday of the month. Meetings during the fall semester: Sept. 21, Oct. 19, Nov. 16
2. **C&I Report (Dr. Shurbutt)**
	1. A report was presented by Dr. Shurbutt. Dr. Shurbutt thanked everyone for all the hard work last academic year. Both C + I and this committee completed a lot of work between the 120 hours and Core Curriculum proposals.
	2. Dr. Shurbutt also noted Item C from the May 9, 2011 C+I minutes where the C+I committee accepted and approved the endorsement of the traditional Modern Language requirement for the BA degree, as noted with clarification in the current catalog, including listing the requirement after each appropriate major and a general statement concerning the requirement in the front of the catalog.
3. **Competencies for the Tier One History Requirement — Dr. Henriksson**
	* Dr. Henriksson motioned to revised page 7 of the framework to change “creative thinking” to “critical thinking” and to delete “oral” from “oral and written communication in written English”
	* Motion second by Dr. Schultz
	* Motion passed to make the above revisions to the framework.
4. **Writing Intensive Course for FACS — Dr. Corpus**

After the General Studies Committee approved FACS 430 at the April 20 meeting, it was realized over the summer that FACS 430 cannot fulfill the Writing in the Major requirement because the course is only 2 credits. The course that should apply as the Writing in the Major is FACS 403. FACS 430 will still fulfill Third Tier Capstone requirement. In order for the change to be effective, Dr. Corpus will need to complete and submit a proposal for FACS 403. Professor Kaineg will forward the Proposal form to Dr. Corpus to complete. This proposal will be reviewed at the next meeting in October.

Committee could not vote on the motion since a new course proposal needed to be completed.

While discussing this, the committee realized the form needed to add a check box at the top to indicate if it is a new course, a change to an existing course or deletion of an existing course. Professor Kaineg will add this element near the top of the form and present a revised form to the committee.

1. **New business**
2. At the April 20 meeting, item III, the committee postponed a vote to “Limit the number of courses from a single discipline in one cluster.” Should the committee take up this issue, have we determined whether or not we need this limitation?

**M/S/P :: To postpone the vote to limit the number of course from a single discipline in one cluster indefinitely.** We need more time and data to determine whether or not this is an issue we will need to limit. In the meantime, the committee should be watchful and re-evaluate this issue if it appears to be an issue. Motion passed unanimously.

1. Dr. Renninger reminded committee members that the current Assessment cycle is coming to an end in Jan. Departments need to consider how to assess courses in the new Core with the attached competencies (lifelong learning, creative thinking, etc). New Assessment plans are due in May 2012. **To help departments with this process Committee members should review the Value Rubric on SAKAI.** The AAC+U provide a rubric and best practices on how-to assess all the competencies SU passed last academic year in the framework. A discussion regarding the Core Curriculum committee’s role in Assessment took place. The committee agreed that we need time to collect data and to ease into how to best assess the new Core. For the time being, it should be left up to the Assessment Task Force and departments to monitor how well their course is performing in the Core Curriculum.

Meeting adjourned at 4:50pm

Respectfully Submitted • Kristin Kaineg