|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
| Chair – Larry Daily | present | ACCT – Cindy Vance | present | Tracy Seffers | X |
|  |  | BADM – Cydne Perry | present | Laura Renninger | present |
| BIOL – Burt Lidgerding | X | ECON – John Schultz | X | Christana Johnson | X |
| CHEM – Robert Warburton | present | PSCI – Stephanie Slocum-Schaffer | present | Holly Frye | X |
| CSME – Ralph Wojtowicz | X | PSYC – Chris Lovelace | present | Emily Gross | present |
| IES – Ed Snyder | X | SOWK – Karen Green | X | Sylvia Bailey Shurbutt | X |
|  |  | SOCI – Momodou Darboe | present | Shannon Holliday | X |
| CAT – David Modler | present |  |  | Deidria Ellis (student) | present |
| EML – Tim Nixon | X | EDUC – Dawne Burke | X | Logan Sigley (student) | X |
| HIST – Anders Henriksson | present | HPERS – Rhonda Hovatter | X |  |  |
| MCOM – Matthew Kushin | present | NURS – Laura Clayton | present |  |  |
| MUSC – Erik Jones | present | Library – Ann Henriksson | present |  |  |

**Minutes of the February 19, 2014 Regular Meeting of the  
Shepherd University General Studies Committee**

The February 19, 2014 meeting of the Shepherd University General Studies Committee was held in the Cumberland Room of the Student Center. Dr. Daily called the meeting to order at 4:10 p.m.

1. **Approval of the minutes from the meeting of 01/15/2014**M/S/P minutes unanimously approved.
2. **C&I Report (Dr. Shurbutt)**No report was given, as Dr. Shurbutt was unable to attend the meeting.
3. **Curriculum proposal flowchart / interface between C&I and GSC (Daily, Shurbutt, Lovelace), posted on Sakai under Resources, file CI flow chart 2014 v2.doc**Dr. Daily discussed this chart that was modified from the original by Drs. Daily and Shurbutt, then revised by Dr. Lovelace. M/S/P (unanimous) to endorse this document with the change to remove school approval from addition or deletion of existing courses to/from the Core Curriculum.
4. **Assessment (Dr. Renninger)**Dr. Renninger gave a brief report on assessment. She noted that the new assessment plans are due in May and that departments should be thinking about what competencies they might want to assess.
5. **Substitution Subcommittee: Substitutions for GL, MD, and CK (Jones)**Dr. Jones brought forward an issue that had arisen in the Course Substitution Subcommittee where a request had been made to substitute a course that had been completed elsewhere for a core curriculum requirement (rather than for a specific course). This course was not part of any articulation agreement and there is no similar course currently offered at Shepherd. This falls outside the normal procedures within that subcommittee, where transfer courses are substituted for existing Shepherd courses with the approval of the chair of that department. The Course Substitution Subcommittee seeks guidance from the General Studies Committee in how best to handle these situations where a student asks to substitute a course for a Core Curriculum requirement rather than for a specific course. There was substantial discussion on the matter.

Dr. Warburton moved to institute a policy that will apply when a student applies to the Course Substitution Subcommittee to substitute a course taken elsewhere for a Core Curriculum requirement and does so without listing any specific Shepherd course for which it should substitute. Specifically, when the course they took has no analog in Shepherd’s course offerings, and where the decision regarding approval or disapproval is ambiguous, the subcommittee may then bring the matter to the full General Studies Committee. M/S/P with 12 for and one against.

1. **First Readings**  
   **Add PSCI 300 as a Tier II Social Science option**Dr. Slocum-Schaffer presented adding PSCI 300 to the Core Curriculum.  
     
   **Delete ENGL 100 A/B from Tier I Written English  
   Add ENGL 101 A/B as Tier I Written English options**Ms. Gross along with TC Williams, the instructor for these courses, presented deletion of ENGL 100 A/B from the Core Curriculum and replacement with ENGL 101 A/B which will present the same content as ENGL 100 A/B but will, by making the numbering consistent with the regular ENGL 101 course, clear up much confusion among students and advisors. She noted that the creation of ENGL 101 A/B has already been passed by the Curriculum and Instruction Committee, and that deletion of ENGL 100 A/B from the catalog must first pass through the General Studies Committee before it can go to C&I.  
     
   **Add HIST 203 as Tier II Humanities option**Dr. Henriksson noted that this course was inadvertently omitted when similar courses were previously added to the Core Curriculum.
2. **Other business**

None.

Meeting adjourned at 5:06 p.m.

Respectfully submitted by Christopher T. Lovelace, Ph.D.