

## Academic Year 2012–2013 // General Studies Meeting Minutes

### Shepherd University { General Studies } Meeting Minutes September 19, 2012

Chair – Heidi Dobish	present	ACCT – Cindy Vance	X	Tracy Seffers	X
		BADM – Meg Galligan	X	Laura Renninger	present
BIOL – Burt Lidgerding	present	ECON – John Schultz	X	Helena Cole	present
CHEM – Robert Warburton	present	PSCI – Stephanie Slocum-Schaffer	present	Christana Johnson	X
CSME – Ralph Wojtowicz	X	PSYC – Larry Z. Daily	present	Holly Frye	X
IES – Ed Snyder	present	SOWK – Karen Green	present	Emily Gross	present
		SOCI – Momodou Darboe	X	Sylvia Bailey Shurbutt	X
CAT – Chris Coltrin	present			Judi McIntyre	present
EML – Tim Nixon	present	EDUC – L. Porter for Dawne Burke	present	Student Rep (T. Leonard)	X
HIST – Anders Henriksson	present	HPERS – Rhonda Hovatter	present	Student Rep (B. Love)	X
MCOM – Kevin Williams	X	NURS – Laura Clayton	X		
MUSC – Erik Jones	X	Library – Ann Henriksson	X		

The October 17, 2012 meeting of the Shepherd University General Studies Committee was held in the Cumberland Room of the Student Center. Dr. Dobish called the meeting to order at 4:13 p.m.

#### I. Approval of the minutes from the meeting of 09/19/2012

M/S/P Minutes unanimously approved; there were no objections or abstentions.

#### II. Core Curriculum Course Request Form

Dr. Slocum-Schaffer pointed out that the committee needs to amend the request form by including an assessment plan in the checklist. A discussion followed on how courses are deleted from the Core Curriculum. There was a consensus that it is not the committee's role to force departments and programs to continue offering classes. Dr. Daily volunteered to try and administer the forms, including devising a new, separate form for deletions of courses from the Core. Dean Renninger asked whether a deletion/substitution form was needed, but others in the committee felt that issue should be addressed at a later date.

#### III. C & I Report

Dr. Shurbutt was not present to provide a report. She does, however, need to send the latest version of the revised C & I forms to this committee.

#### IV. MATH489, CPE489, and CPE490 from April 20, 2011 Meeting

Dr. Dobish informed the committee that the General Studies forms for these courses are missing from the Registrar's files. These forms need to be forwarded to Tracy Seffer's office *but are lost. We need to officially approve them again so the registrar has the appropriate core curriculum documentation for their records.*

#### V. Second Readings

*English & Modern Languages – ENGL101 / ENGL102 / ENGL209 / SPAN203 / SPAN204*

After instructing Dr. Nixon to remove outdated language from the course descriptions in the ENGL101 and ENGL102 proposals—he was instructed to direct this issue through C & I—the five courses were moved from a grandfathered status and permanently into the new Core Curriculum. The vote was unanimous: 11 yeas, no nays or abstentions.

*FYEX – FYEX102*

The proposal was passed unanimously: 11 yeas, no nays or abstentions.

#### VI. First Readings

*Business Administration/Family and Consumer Sciences – BADM345*

Consideration of the proposal was postponed. No representative was present for its first reading.  
*HYPERS – ATHC101*

The committee felt that the proposal needs to state explicitly *how* the course meets the competencies, rather than just claiming that the competencies are met. There also seemed to be some inconsistencies in the competencies that had been checked on the form and the accompanying documentation.

*History – HIST150*

Dr. Slocum-Schaffer asked for more explicit justification for how the course meets the competencies.

Meeting adjourned at 5:03 p.m.  
Respectfully submitted by Timothy K. Nixon, Ph.D.