

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

### Shepherd University { General Studies } Meeting Minutes January 16, 2013

Chair – Heidi Dobish	present	ACCT – Cindy Vance	X	Tracy Seffers	present
		BADM – Meg Galligan	present	Laura Renninger	present
BIOL – Burt Lidgerding	present	ECON – John Schultz	X	Helena Cole	X
CHEM – Robert Warburton	X	PSCI – Stephanie Slocum-Schaffer	present	Christana Johnson	X
CSME – Ralph Wojtowicz	present	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	present
CAT – Chris Coltrin	present			Judi McIntyre	X
EML – Tim Nixon	present	EDUC – 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	present		
MUSC – Erik Jones	present	Library – Ann Henriksson	present		

The January 16, 2013 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 4:12 p.m.

#### I. **Approval of the minutes from the meeting of 10/17/2012**

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

#### II. **Core Curriculum Course Request Form—Delete Form**

Attendees discussed making changes to the current form. Some individuals expressed a strong sentiment that the form should be kept to one page; other individuals felt a simple, separate page focusing solely on deleting courses from the Core Curriculum would be preferable. An alternate possibility was presented: including skip instructions at the top of the form so that individuals deleting a course would know that they only need to fill in relatively few blanks. Dr. Daily committed to experimenting with the form and presenting to the whole committee some possibilities.

#### III. **C & I Report**

Dr. Shurbutt distributed to the attendees the minutes from the Curriculum and Instruction Committee's December 10, 2012 meeting. She focused special attention on the issue of faculty overloads, which C & I has been addressing.

#### IV. **Assessment**

Dean Renninger informed the attendees that the Higher Learning Commission (HLC) is requesting early samples of assessment findings. Therefore, preliminary assessment data addressing Core classes and competencies in this cycle must be delivered to her office by November 15, 2013. Drafts of the reports with as much data as departments and programs can collect will suffice.

#### V. **Second Readings**

Before the second readings began, Dr. Dobish appealed to the members to devote time and attention to the proposals that are being submitted to the committee. She asked that proposals be carefully proofread so that revisions and multiple postings could be avoided.

#### ***HYPERS – ATHC101***

Dr. Hovatter received feedback from the attendees that the proposal is in need of polishing and revision. She was asked to take the proposal back to her department with the instructions that the language needs to be appropriate *for this particular course*. Attendees also instructed her to submit a proposal package that includes the competencies justification on a separate page.

Dr. Nixon raised a question about whether the committee was requiring assessment plans as part of the proposals. Dean Renninger spoke up and advised the attendees that the HLC wants to see on all course syllabi competencies and how they are going to be assessed. That practice, she said, should

begin immediately. In terms of the inclusion of assessment plans on proposals, Dr. Slocum-Shaffer suggested that the committee implement this requirement at the start of the 2013 – 2014 academic year rather than in the middle of this year. There appeared to be a consensus that that was an acceptable idea.

*History – HIST150*

The proposal was passed unanimously: 16 yeas, no nays or abstentions.

**VI. First Readings**

*Business Administration/Family and Consumer Sciences – BADM345*

Dr. Gordon DeMeritt, chair of the department, presented the proposal for BADM345 to be included in the Core Curriculum as a second tier Humanities option. While acknowledging the course's value, several attendees raised questions about and objections to it qualifying as a class in the Humanities. The proposal was withdrawn, but the attendees encouraged Dr. DeMeritt and his colleagues to consider proposing a similar course for either Writing in the Major or a first tier Written English option.

*Art – ART140*

The proposal to remove this course from the Core Curriculum was presented by Dr. Coltrin. In its place, Art students will take advantage of the University's FYEX classes. There was a caution raised about the impact this change will have on staffing and number of sections offered. Dr. Henriksson pointed out that the impact will be offset by History majors beginning to take a departmental FYEX instead of the University's offering.

*Environmental and Physical Sciences – GSCI 101 / GSCI 102 / GSCI 103 / GSCI 104 / PHYS 201 / PHYS 201L / PHYS 202 / PHYS 202L / PHYS 221 / PHYS 221L / PHYS 222 / PHYS 222L*

No questions about or objections to these proposals were raised. Instead, attendees complimented Dr. Snyder on how well constructed the proposals were, and Dr. Dobish suggested one or more of them could serve as models for how departments should create proposals coming before this committee.

*History – HIST315 / HIST316 / HIST351 / HIST352*

Dr. Henriksson presented to the committee a roster of courses that would be replacing the 100-level History options that will be dropping from the Humanities options in the Core Curriculum.

**VII. Other Business**

Attendees suggested that an agenda item for the next meeting should be a report from departments and programs about what courses are *not* being moved out of the grandfathered status and permanently into the University's Core Curriculum.

Meeting adjourned at 5:30 p.m.

Respectfully submitted by Timothy K. Nixon, Ph.D.