**Minutes of the October 21, 2015 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 – Laura Clayton | Present |
| CHEM – Robert Warburton | Present | Library – Ann Henriksson | X |
| CSME – Ralph Wojtowicz | X |  |  |
| IES – Ed Snyder | X | Ex Officio: |  |
|  |  | Tracy Seffers (Registrar) | X |
| CAT – David Modler | X | Laura Renninger (Assessment TF) | Present |
| EML – Tim Nixon | Present | Anne Bremer (Student Success) | X |
| HIST – Anders Henriksson | Present | Jose Moreno (Multicultural St. Affairs) | Present |
| MCOM – Monica Larson | X | Rachel Crum (Service Learning) | Present |
| MUSC – Erik Jones | X | Emily Gross (Academic Support) | Present |
|  |  | Sylvia Bailey Shurbutt (C&I) | Present |
| ACCT – Cindy Vance | Present | Shannon Holliday (FYEX) | X |
| BADM – Cydne Perry | Present | Kahlen Browning (student) | Present |
| ECON – John Schultz | Present | Graham Scott (student) | X |
| PSCI – Stephanie Slocum-Schaffer | X |  |  |
| PSYC – Larry Daily | Present |  |  |
| SOWK – Karen Green | Present |  |  |
| SOCI – Momodou Darboe | Present |  |  |

The October 21, 2015 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. **Approval of the minutes from the meeting of 9/16/2015**  
   The minutes of the September 16, 2015 meeting were approved as distributed.
2. **Announcements**  
     
   The Chair announced that the FAQ’s on the CCC Web site have been updated and that the spreadsheet mapping the competencies onto the components of the Core has been posted.
3. **C&I Report (Dr. Shurbutt)**.  
   Sylvia Shurbutt reported that C&I is processing proposals and has forwarded one approved proposal to the VPAA.
4. **Assessment subcommittee**  
     
   Dawne Burke was chosen to join the Assessment Subcommittee as the School of Education and Professional Studies member.  
     
   The current subcommittee membership is as follows:  
   Laura Renninger, chair and Arts and Humanities  
   Stephanie Slocum-Schaffer, Business and Social Sciences  
   Bob Warburton, Natural Sciences and Mathematics  
   Dawne Burke, Education and Professional Studies
5. **Course substitution subcommittee**  
   Karen Green reported that the subcommittee is receiving requests to substitute one Core course for a Core course specifically required for the student’s major (e.g., a Business student might request to substitute MATH 108 for MATH 154). Because both courses have already been approved to be in the Core and because the requirement is a major requirement rather than a Core requirement, this seems to add an unnecessary step to the petition process. After discussion, the consensus was that if both the required course and the substitute course are already in the Core Curriculum and the major has approved the substitution, the Core Curriculum Course Substitution Subcommittee doesn’t need to review the petition.
6. **Second Readings**  
   **MUSC**Laura Renninger presented proposals to add MUSC 311 to Tier 2 as a Writing in the Major course and to delete MUSC 310 (the previous WM course) from the Core Curriculum. A motion was made and seconded to approve the proposals. After a brief discussion in which the C&I Chair confirmed that these proposals do not need to go to C&I, the motion passed (vote: 14 for, 0 against).
7. **First readings  
     
   APST**  
   Sylvia Shurbutt presented a proposal to add APST 358 as a Tier II Humanities option.  
    **NURS**Laura Clayton presented a proposal to delete NUPR 100, a FYEX option, from the Core Curriculum as the course is no longer offered. A motion was made, seconded, and passed to waive the requirement for a second reading. The proposal to delete NUPR 100 was approved (vote: 14 for, 0 against). **PSYC**Larry Daily presented a proposal to change the prerequisite on PSYC 484, a Tier II Writing in the Major course, to reflect the addition of labs to the department’s Group I Restricted Electives. A motion was made, seconded, and passed to waive the requirement for a second reading. The proposal to change the prerequisite on PSYC 484 was approved (vote: 14 for, 0 against).
8. **Core Clean-up**  
   The Chair pointed out that the listing of Core classes still includes courses that are required but are no longer being offered (e.g, BIOL 150, ENVS 101). He requested that departments review their courses in the Core and consider removing courses that are longer being offered.
9. **Other Business**Larry Daily asked for a discussion of proposed changes to the sections of the Faculty Senate Bylaws that describe the Admissions and Credits Committee, the Curriculum and Instructions Committee, and the Core Curriculum Committee. The change of concern is the insertion into each committee description of the following language: *Policies and issues that affect the University as a whole shall be forwarded to the Faculty Senate for approval or endorsement*. The consensus was that Core Curriculum Committee members were uncomfortable with the proposed wording and would need clarification and examples of what types of things would be required to go to Senate and the consequences if the Senate were to disapprove something that was approved by the CCC.

Meeting adjourned at 5:05 p.m.

Respectfully submitted by: Larry Z. Daily