**Minutes of the January 20, 2016 Regular Meeting of the
Shepherd University Core Curriculum Committee**

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| Chair – Chris Lovelace | X | EDUC – Dawne Burke | present |
|  |  | HPERS – Greg Place | present |
| BIOL – David Wing | present | NURS – Mary Coyle | present |
| CHEM – Robert Warburton | present | Library – Ann Henriksson | present |
| CSME – Ralph Wojtowicz | X |  |  |
| IES – Sytil Murphy | present | Ex Officio: |  |
|  |  | Tracy Seffers (Registrar) | X |
| CAT – David Modler | present | 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 | present | Rachel Crum (Service Learning) | present |
| MUSC –  | X | Emily Gross (Academic Support) | present |
|  |  | Sylvia Bailey Shurbutt (C&I) | present |
| ACCT – Cindy Vance | present | Shannon Holliday (FYEX) | X |
| BADM – Cydne Perry | X | Kahlen Browning (student) | X |
| ECON – John Schultz | present | Graham Scott (student) | X |
| PSCI – Stephanie Slocum-Schaffer | present |  |  |
| PSYC – Larry Daily | present |  |  |
| SOWK – Karen Green | present |  |  |
| SOCI – Momodou Darboe | present |  |  |

The January 20, 2016 meeting of the Shepherd University Core Curriculum Committee was held in the Cumberland Room of the Student Center. Dr. Daily called the meeting to order at \_4:10 p.m.

1. I. Announcements
	1. Welcome new member: Sytil Murphy from IEPS
	2. Need new IEPS and A&H representatives to the Course Substitution Subcommittee.
2. II. New Business
	1. Minutes of Nov. 18, 2015 approved. (MSP by acclamation)
	2. Monica Larson (A & H) volunteered to serve on Course Substitution Subcommittee. Karen Green and Dawn Burke explained committee structure and workings.
3. III. C&I Report
	1. Flow chart detailing the order in which proposals are presented to C&I and C C C is helpful.
	2. Numerous curriculum changes under review, highlights include:
		* Music Program – delete Music Theater Concentration
		* International Studies Program proposed
		* Environmental Studies Program – undergoing numerous changes
4. IV. Center for Teaching and Learning
	1. Program and Core Curriculum Assessment reports are due Friday, Jan. 22, 2016. The Center will compile reports and present them to Higher Learning Commission during the upcoming visit.
5. V. Course Substitution Subcommittee
	1. Petition presented to the subcommittee is deadlocked. Student petitions to allow ENVS 202 and BIOL 101, both taken at Shepherd, to fulfill the core science requirement. Normally, students take core sciences as a pair from one department. Student states advisor told her to take the unpaired courses. Student apparently knew of requirement, all sections full, advisor signed off on unpaired courses. Arguments for approval: transfer students are allowed to mix and match, advisor acted as agent of the university. Arguments for denial: students are using advisors as agents to work around rules and regulations, other students follow regulations at some expense, curriculum design calls for paired courses. Motion to approve substitution, seconded, passed by acclamation (one abstention).
6. VI. First Readings
	1. (agenda item) **SOCI:** Delete SOCI 405 as a Tier II Writing in the Major option. (no action)
	2. **COMM:** Add COMM 203, Communication and New Media as a Tier II Humanities (CK) option. Form corrections: add, not change; rubric references checked. Assessment plan is ready.
	3. **ECON:** Change the prerequisites on ECON 205 (Tier II Social Sciences). Prerequisites now defined by math-level, not class standing. MSP to waive first reading. MSP to approve changes, 17 aye, 0 nay, 0 abstain
	4. **FACS:** Delete FACS 403 as a Tier II Writing in the Major course. Change FACS 430 to serve as both Capstone and Writing in the Major. Request for rubric to assess FACS 430. CCC decision made when changes to FACS 430 are approved by C&I.
	5. **IEPS:**
* Delete ENVS 101 as a Tier I FYEX option. MSP waive first reading. MSP approve deletion 15 aye, 0 nay, 0 abstentions.
* Change ENVS 201 and ENVS 202 Tier I LS courses to separate out the lab components. Create ENVS 201L and ENVS 202L as Tier I LS lab options.
* Delete ENVS 460 as a Tier II Writing in the Major option.
* Change ENVS 462 to serve as both Capstone and Writing in the Major.

Meeting adjourned at 5:25 p.m.

Respectfully submitted by: \_DBW\_