**Minutes of the January 16, 2019 Regular Meeting of the  
Shepherd University Core Curriculum Committee**

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| **Voting members 2018-2019:** | | Kathy Reid (ECON) | present |
| Karen Adams (CSME) |  | vacant (FACS) |  |
| Kurtis Adams (MUSC) |  | Stephanie Slocum-Schaffer (PSCI) | present |
| Jenny Penland (EDUC) | present |  |  |
| Jacquelyn Cole (CHEM) | present | **Non-voting ex officio members 2018-2019:** | |
| Larry Daily (PSYC) | present | Allison Lott (Student Representative) |  |
| Momodou Darboe (SOCI) |  | Michael Mastrianni (Student Representative) | present |
| David Gordon (HIST) | present | Tracy Seffers (Registrar) |  |
| Karen Green (SOWK) |  | Laura Renninger (Assessment Task Force Chair) |  |
| Brad Hamann (CAT) |  | Julia Franks (Director of Student Success) |  |
| Rhonda Hovatter (HPERS) | present | Tom Segar (acting Multicultural Student Affairs Director) |  |
| Monica Larson (MCOM) | present | Jennifer Flora (Director of Student Engagement) |  |
| Barbara Mott (NURS) | present | Emily Gross (Academic Support Center Director) | present |
| Sytil Murphy (IEPS) | present | Heidi Hanrahan (C&I Chair) |  |
| Tim Nixon (EML) | present | Shannon Holliday (FYEX Director) | present |
| Janine Scott (BADM) |  |  |  |
| Cindy Vance (ACCT) | present | **Chair:** |  |
| Yanhong Wang (Library) |  | Chris Lovelace | present |
| David Wing (BIOL) | present |  |  |

The January 16, 2019 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 11/28/2018**

The Minutes of the November 28th meeting were approved, after a minor correction to reflect that Dr. Lovelace was indeed present.

1. **Reports**
2. Dr. Hanrahan was not present, so no C&I report was delivered.
3. Ms. Holliday spoke on Dean Renninger’s behalf to deliver the Assessment Subcommittee report. Ms. Holliday noted that all of the courses that are currently up for assessment have provided what is expected; there are no holes in Dean Renninger’s matrix. In addition, a new version of Weave has been released, and the CTL staff will hold training sessions on the new Weave on January 28th and 29th. All committee members are encouraged to attend one of those sessions.
4. Professor Green was not present, so no Course Substitution Subcommittee report was delivered.
5. **Unfinished Business**
6. A deferred discussion about Writing in the Major classes occurring in the senior year and in conjunction with the Capstone resumed. Different representatives discussed how various departments at Shepherd and even other institutions handle the matter. Ms. Gross suggested that Library faculty, who are subject matter experts for each of the schools, might be a writing resource; they could, potentially, cover a course that a department or program cannot staff.

A motion was made to continue the conversation in February’s meeting, after representatives conduct more research into the practices of their departments and sister institutions. The motion was seconded and passed with thirteen (13) votes in favor and two (2) votes against.

1. Dr. Lovelace presented to the committee a motion from the Faculty Senate that would require the Chair of the Core Curriculum Committee to be elected from the voting membership of the Committee, rather than from the Faculty Senate. The motion was seconded, and discussion occurred, particularly in relation to departmental representation and whether the Committee Chair’s department loses its vote once its representative begins officiating at the meetings. The motion passed with six (6) votes in the affirmative, including the chair, and five (5) votes against.
2. **Second Readings**
3. GWST—A motion was made to add GSWT201 (Introduction to Gender and Women’s Studies) to the Core Curriculum as a Tier 2 Social Sciences course option. The motion was seconded, and the motion passed with eleven (11) votes in favor and no opposing votes.
4. FINC—A motion was made to add FINC250 (Financial Literacy and Wellbeing) to the Core Curriculum as a Tier 2 Wellness course option. The motion was seconded, and discussion occurred. Dr. Hovatter notified the Committee that HPERS is beginning to feel the adverse effects of decreasing enrollments and increasing options for students to fulfill their Wellness requirement. Coaches are contractually obligated to teach a limited number of courses each year, and in the past those have been primarily GSPE (Fitness for Life) classes. The motion passed unanimously with ten (10) votes.

**V. First Readings**

1. MATH—No representative was present, so the consideration of changes to MATH101, 101A, and 101B was postponed until the February meeting.

The meeting was adjourned at 5:05 p.m.

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