**Core Curriculum Committee Meeting Minutes**

**Wednesday, February 19, 2020, 4:10 p.m., Scarborough Library, Room 256**

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| **Voting Members 2019 – 2020:** | |  |  |
| Karen Adams (CME) | X | Al Weidinger (ACCT) | X |
| Rachel Carlson (MUSC) | X |  |  |
| Jacquelyn Cole (CHEM) | X |  | |
| vacant (PSYC) |  | **Non-Voting, Ex Officio Members 2019 – 2020:** | |
| Momodou Darboe (SOCI) | Absent | vacant (Student Representative) |  |
| James Dovel (BADM) | X | Michael Mastrianni (Student Rep.) | X |
| David Gordon (HIST) | X | Tracy Seffers (Registrar) | Absent |
| Karen Green (SOWK) | X | Amy DeWitt (Dir. Academic Advising) | X |
| Brad Hamann (CAT) | X | Laura Renninger (Assessment Task Force) | X |
| Rhonda Hovatter (RSES) | X | H. Williams-McNamee (Student Success) | X |
| Kyle Hoy (ECON) | X | vacant (Multicultural Students Affairs) |  |
| Monica Larson (COMM) | X | Rachael Meads (Student Engagement) | Absent |
| Sytil Murphy (EPS) | X | Emily Gross (Academic Support Center) | X |
| Jenny Penland (EDUC) | X | Heidi Hanrahan (C&I Chair) | X |
| Kellie Riffe-Snyder (NURS) | X | Shannon Holliday (FYEX) | Absent |
| Stephanie Slocum-Schaffer (PSCI) | X |  |  |
| Yanhong Wang (Library) | X | **Core Curriculum Committee Chair 2019 – 2020:** | |
| David Wing (BIOL) | X | Tim Nixon (EML) | X |
|  |  |  |  |

Quorum = 11 voting members

**I. Approval of the Minutes from the Meeting of 11/20/2019**

Meeting called to order at 4:10 PM. Motion to approve (Dr. Slocum-Schaffer), second (Dr. Murphy), approved

**II. Reports**

1. C&I (Heidi Hanrahan)

Dr. Hanrahan advised members to remind departments of deadlines; theoretically things at this point are too late for the next catalog. Be aware of the flow chart for new proposals. There was a discussion of a paper trail for minor changes.

1. Assessment Subcommittee (Laura Renninger)

Dr. Renninger offered the reminder that reports for 2018-19 cycle are due.

1. Course Substitution Subcommittee (Karen Green)

No report

**III. Minor Changes**

1. Review of Process

Dr. Nixon overviewed the existing process to make minor changes. Minor changes include changes to the course number, course title, catalog description, or prerequisites. The Core Curriculum Chair can inform committee of minor changes. The goal is to minimize paperwork, but there is resistance to making minor changes with only an email notification. Parties beyond the committee need paperwork (C&I and Registrar).

Committee suggestions: Core form with changes, add email to form, give up single page form, add simple changes to minutes, second form documenting simple changes (top half old, bottom half new, chair signature), add to C&I forms

Mr. Hamman will create a mock-up of a form for discussion at the next meeting.

Dr. Vance mentions including Laura’s signature demonstrating assessment plans are in place. Dr. Hanrahan raises the point that catalog descriptions may need additional approval. Dr. Slocum-Schaffer mentions course number changes may cause issues (Tier II and Tier III need to be appropriately numbered).

Committee verifies that minor changes should not require lengthy paperwork.

1. Reminder: ACCT402, ACCT450, MATH101, MATH107, MATH109, and SOCI203

The following minor changes were communicated to the committee via email (date in parentheses):

ACCT 402 changed to ACCCT 460 (different name, different catalog description, same content (2/9/2020).

ACCT 450 changed catalog description (2/9/2020).

MATH 101 removed prerequisite from catalog description (2/10/2020).

MATH 107 changed prerequisite in catalog description (2/10/2020).

MATH 109 changed prerequisite in catalog description (2/10/2020).

SOCI 203 removed one statement (i.e., “Not recommended for freshman”) from catalog description (1/8/2020).

For all minor changes, Dr. Nixon was in communication with Dr. Renninger to ensure that assessment plans met Dr. Renninger’s needs.

There were no committee comments.

**IV. First Readings**

1. CRIM and SOCI

Dr. Dewitt outlines including a new BA in criminal justice, which includes changing the capstone and creating a new writing-in-the-major option:

Add CRIM450 as a Tier III Capstone option.

Add SOCI301 as a Tier II Writing-in-the-Major option.

Delete SOCI419 as a Tier III Capstone option.

Change SOCI420 from a Tier II Writing-in-the-Major option to a Tier III Capstone option.

The assessment plan is not complete but will be worked on by the second reading.

No questions were posed by the committee.

1. MATH

Dr. Adams described how the CME department is removing specific cutoff scores from prerequisites for the following courses. As a result of the change in prerequisites, whenever the HEPC changes the cutoff scores, the prerequisites will not need to be changed:

Change prerequisites for MATH105, a Tier I Mathematics option.

Change prerequisites for MATH108, a Tier I Mathematics option.

Change prerequisites for MATH154, a Tier I Mathematics option.

Change prerequisites for MATH155, a Tier I Mathematics option.

Change prerequisites for MATH205, a Tier I Mathematics option.

Change prerequisites for MATH207, a Tier I Mathematics option.

Change prerequisites for MATH314, a Tier I Mathematics option.

This is not a minor change due to no assessment plan; assessment plans were provided to Dean Renninger.

Motion to waive first reading (Dr. Slocum-Schaffer), second (Dr. Adams). A hand vote was taken, and the motion was approved by a majority vote.

Motion to approve (Dr. Slocum-Schaffer), Second (Dr. Hovatter). A hand vote was taken, and the motion carried unanimously.

1. BIOL

Dr. Wing discusses Biology adding a two-semester human anatomy and physiology course and lab. The following sequence would satisfy the lab science requirement:

Add BIOL225/227 as a Tier I Sciences option.

Add BIOL226/228 as a Tier I Sciences option.

During the discussion, Dr. Mailey notes having another science option is beneficial as the Nursing program is moving to a one-course chemistry requirement. Dr. Hovatter mentions similar benefits in HPERS.

One concern raised by Dr. Murphy is that the A&P courses may not meet requirements for a Tier I science requirement, since there would not be an equivalent amount of data analysis in labs as in, say, physics. Dr. Wing notes changes to the course, adding additional exercises to three labs involving gathering, analyzing, and drawing conclusions from data. The class sequence contains observational science elements to build critical thinking skills. Dr. Warburton adds that Core requirements for life science are rather old (~20 years), A&P is different than 20 years ago. A&P is necessary for HPERS and nursing, as well as those entering the Doctors of Pharmacy program.

Dr. Murphy raises another concern that A&P could just be a rote memorization course, while Dr. Cole notes that liberal arts education requires going outside one’s field of study. A&P might be merely an extension of one’s major. Dr. Wing mentions that instructors cover some of the whys (e.g., students contrast situations as opposed to rote memorization). Further, Dr. Riffe-Snyder mentions observing class discussions bringing in comparisons and the effects on the body. A&P is a different science than before, more application focused.

Dr. Green mentions that the registrar accepts similar courses to A&P as transfer credits, adding this sequence to the Core would be equitable. There might not be widespread awareness of this, but 2+2 agreements and the HEPC dictate what counts. Dr. Adams notes that HEPC has a course transfer list.

Finally, some questions were raised for assessment. Dr. Slocum-Schaffer notes it would be helpful to see how the course sequence is meeting different competencies. Dr. Renninger has quantitative literacy and critical thinking assessment plans, while noting that assessment plans must be provided to the Committee for all competencies that are checked. All competencies must be met for Tier I. Dr. Wing will put together info about how A&P meets each competency for the second reading.

BIOL 225/227 and BIOL 226/228 will have a second reading next meeting.

**V. Old Business**

None

**VI. New Business**

The Registrar makes changes to the catalog. Changes to Core descriptions should be sent to chairs/deans to be sent to the Provost. Dean Renninger agreed to carry a set of Core description changes related to the Mathematics options to the Registrar.

Meeting adjourned at 5:15 PM.

Respectfully submitted,

Kyle Hoy

Assistant Professor of Economics