**Core Curriculum Committee Agenda**

**Wednesday, April 15, 2020, 4:10 p.m., Virtual Meeting**

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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) |  | vacant (Student Representative) |  |
| James Dovel (BADM) | x | Michael Mastrianni (Student Rep.) | x |
| David Gordon (HIST) | x | Tracy Seffers (Registrar) | x |
| 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) |  |
| Kyle Hoy (ECON) | x | vacant (Multicultural Students Affairs) |  |
| Monica Larson (COMM) | x | Rachael Meads (Student Engagement) |  |
| 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) |  |
| Stephanie Slocum-Schaffer (PSCI) | x |  |  |
| Yanhong Wang (Library) | x | **Core Curriculum Committee Chair 2019 – 2020:**  |
| David Wing (BIOL) |  | Tim Nixon (EML) | x |
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Quorum = 11 voting members

**I. Approval of the Minutes from the Meeting of 3/25/2020**

Dr. Stephanie Slocum-Schaffer made a motion to approve; Dr. Jenny Penland seconded. Minutes approved as written.

**II. Reports**

1. C&I (Heidi Hanrahan)

C&I had a Zoom meeting last Monday (4/13/2020). They had a 2nd reading and approved the package submitted by Nursing. They had a 2nd reading and approved some of the Education proposals. The secondary education proposal had been tabled and needed some revision. There’s a Psych proposal C&I might do another reading on via email.

1. Assessment Subcommittee (Laura Renninger)

Dean Renninger shared Amy DeWitt’s form, which will help departments with their assessment plans when there’s a new course or a major change for the Core. Laura asked for a volunteer who can change the form into a fillable pdf file so the form can serve as a template. Monica Larson volunteered to do that. The form got some endorsement from several committee members. Another thing Dean Renninger shared was an Excel file that documents the status of the latest assessment cycle and indicates whether departments have turned in the reports that her office needs. Laura will reach out during the summer if things are missing. And she is also going to work on putting Core assessment on Sakai into WEAVE so that all the assessment-related data will be in one place. She also mentioned HLC will be looking at the assessment data when they come back in the fall of 2021. Education and Appalachian Studies need to be added to the file.

1. Course Substitution Subcommittee (Karen Green)

There was one request for substitution and email had been sent out to the sub-committee members.

**III. Election of Committee Chair for 2020/2021 Academic Year**

Dr. Tim Nixon will continue to serve as the chair for 2020/2021 academic year.

**IV. Minor Changes**

1. Reminder: NUTR120

Dr. Nixon explained FACS120 is now recoded as NUTR120. It’s been verified that the content and the assessment plan are moving over from FACS120 to NUTR120. The paperwork was provided by Dr. Arnetta Fletcher and Dr. Stacey Kendig, even though it was not required.

**V. Second Readings**

1. EDUC

Delete EDUC400 as a Tier II Writing-in-the-Major option.

Add EDUC461 as a Tier II Writing-in-the-Major option.

Dr. Jenny Penland added and edited EDUC461 syllabus verbiage to reflect Writing-in-the-Major requirements, which was recommended by the committee in the first reading. A question was brought up about ways class time is committed to the writing process and how writing is the instructional focus of the class. Dr. Penland explained there is a two-hour block on Wednesdays that students must attend for instruction, delivery, peer review, feedback, and class time on writing. Dr. Nixon voiced his concerns about the need for Writing-in-the-Major courses to come earlier in the students’ education (i.e., early in each major’s content courses), but he was not against the proposal itself. A question continued from C&I on Monday: EDUC400 is removed, but it appears as a requirement in the older catalog that students are still following. What provisions are being made to make sure that they are on track with the state? Are all of them going to be moved to the new catalog? Dr. Penland explained that EDUC400 is still going to be offered. Students will be advised to fulfill the Writing-in-the-Major requirement by taking EDUC461 instead while they are transitioning to the new catalog.

Members voted via chat with 17 in support of the proposal.

 **VI. First Readings**

1. NUTR

Add NUTR411 as a Tier II Writing-in-the-Major option.

Add NUTR430 as a Tier III Capstone option.

Dr. Arnetta Fletcher gave the rationale for adding these two courses and explained in detail how the courses will be evaluated. She was asking the Committee to waive the second reading of the proposals. Questions raised about how lifelong learning will be assessed in both courses and what the benchmarks of success are. They need to be stated clearly in the assessment plan. The same applies to NUTR430’s oral communication measurement 2. There was a discussion of why the proposals came to the Committee late, and Dr. Stacy Kendig explained that they didn’t expect the implementation of the new Nutrition major to be so fast. A question was raised about how students would be impacted if these proposals were not approved at this meeting. Dr. Stacy Kendig said the current FACS students have the option to move into the Nutrition program, but they don’t have to do that. The potential transfer students who might come in and want to take upper-level courses might get caught. If the proposals are approved in the fall, they can offer it in the spring. There was no motion made to waive the second reading of the proposals. The committee asked the Nursing program to bring forth the proposals for second reading in the fall.

**VII. Old Business**

Dr. Nixon explained he gave the simple change form Brad Hamann created to Heidi Hanrahan and Tracy Seffers for their reactions, since they will need that most. Everyone agreed.

**VIII. New Business**

Dr. Amy DeWitt will modify the Core Curriculum Worksheet to reflect the changes made this year. Dr. Nixon reminded departments that made changes this year to take a closer look at the document and make sure everything is correct.

Monica Larson raised the question about transcribing the meeting notes, which will involve uploading the recording to the web and wanted to know if there is any concerns or objections. Dr. Gordon asked about the transcription quality, and Monica said it was pretty good.

Meeting adjourned at 5:36 p.m.

Yanhong Wang