

Core Curriculum Committee
Minutes - February 15th, 2023 – 4:10 PM

Zoom link: <https://us02web.zoom.us/j/81973881204?pwd=MzdmM0FtSEx3M1F5Si9vUUtPcTN5dz09>

Meeting ID: 819 7388 1204

Passcode: shepherd22

Scribe: John Steffen

In attendance: Jacqui Cole, Sytil Murphy, Karen Green, Erica Rubley, Lindsey Levitan, Cara Burkner, Tim Nixon, Monica Larson, Kathleen Reid, Justin Collins, David Gordon, Tracy Seffers, Hannah Williams, John Steffen, Stephanie Slocum-Schaffer, JB Tuttle, Austin Shown, Larry Daily, Shannon Holiday

I. Approval of the Minutes from the 11/16/2022 Meeting

4:12 pm 11/16/2022 minutes approved.

II. Reports

- a. C&I (L Daily): No Report.
- b. Assessment Subcommittee (A Wendle): Have not met.
- c. Course Substitution Subcommittee (K Green): No Report.
 - i. CSTEM needs a representative: Sytil Murphy self-nominates for course substitution representative for CSTEM.

III. Second Readings

- a. None.

IV. First Readings

- a. HPPH 370 History of American Architecture. Representatives Keith Alexander (KA) and David Gordon (Department Representative). Propose to make HPPH 370 a Tier 2 Core competency class, with life-long learning and civiv engagement competencies. The course is a good match for Core Competencies. KA noticed mistake: life-long learning measure 2: should read ½ students will score 2 or better on life-long learning objectives(see proposal). Everything else is as listed. Questions? Stephanie Slocum Schaffer: good job with forms. Other questions can be addressed through next meeting.
- b. MUSC 201 Popular Song and Songwriting. Representative Austin Showen. Hope to offer course every fall, starting this fall. It is a popular song course. Students develop podcasts, write songs, compare songs, make mini-albums of original songs, compositions, reflections about the creative process. Suggestions? Stephanie Slocum Schaffer: Offer narratives, and add criteria for assessment. Avoid using grades on assessments. Use criteria from AACU on Core Curriculum MS Teams site (found under course back-up / course assessment folders). Also need Department & College approval in minutes form to accompany course proposal before proposal goes to C&I. Questions? Sytil Murphy: How does the course work for non-music students? AS: Not a lot of music theory; also use different notation.

V. Deletions

- a. None

VI. Old Business

- a. Curriculog endorsement (J Cole): Monica Larson: missing some information about pricing, difficult to vote with financial costs. Jacqui Cole: Endorsement is for if money is secured, we would be interested in Curriculog. Could also include statement about additional software options. Note: cost of Curriculog is approx. same cost for an administrative assistant. Tracy Seffers: Curriculog is more cost effective because it will be an Add-On to the already existing Aculog module we use.
4:35 pm: Stephanie Slocum-Schaffer: motion to endorse, JB Tuttle and L Levitan second motion. JC: determine exact language: use old language (see below, 'Curriculog endorsement draft')? Vote: 11 members vote 'Yes'.

VII. New Business

- a. None

<u>Membership:</u>
<u>Chair:</u>
Jacqui Cole
<u>Voting members:</u>
Library – Rhonda Donaldson* <u>CAHSS</u> CAT – Ally Christmas**(fall)/Chris Coltrin (spring) EML – Tim Nixon HIST – Ben Bankhurst (fall)/David Gordon (spring) COMM – Monica Larsen* MUSC – Erica Rumbley* PSCI – Stephanie Slocum-Schaffer PSYC – Lindsey Levitan** SOCL – Charles Hulse** SOWK – Karen Green <u>COB</u> ACCT – Justin Collins* BADM – Zahra Pourabedin* ECON – Kathy Reid* <u>CNEHS</u> EDUC – JB Tuttle* NURS – Cara Burkner* RSES – Rhonda Hovatter <u>CSTEM</u> BIOL – John Steffen* CHEM – Jacqui Cole** CME – Karen Adams (fall)/Osman Guzide (spring) EPS – Sytil Murphy*
<u>Non-voting ex officio members:</u>
Academic Support Center – Emily Gross Assessment Task Force – Ann Wendle C&I Chair – Larry Daily Director Academic Advising – Christina Reich FYEX - Shannon Holliday Multicultural Student Affairs – Annie Lewin Registrar – Tracy Seffers Student Engagement – Rachael Meads Student Success – Hannah Williams-McNamee Student Representative (SGA) – William Prudnick Student Representative (SGA) – Wesley Reece Website – Barbara Kandalis
<u>Subcommittees:</u>
<ul style="list-style-type: none"> •Assessment: A Wendle (Chair); S Slocum-Shaffer (CAHSS); R Hovatter (CNEHS); K Reid (COB); J Cole (CSTEM) •Course Substitution: K Green (Chair); T Nixon (CAHSS); JB Tuttle (CNEHS); K Reid (COB); vacant (CSTEM)
<u>Upcoming schedule:</u>
Oct 19, 2022 – submissions due October 12 Nov 16, 2022 – submissions due November 9 Jan 18, 2023 – submissions due January 11 Feb 15, 2023 – submissions due February 8 Mar 22, 2023 – submissions due March 8 Apr 19, 2023 – submissions due April 12

Curriculog endorsement draft:

We the members of the Core Curriculum Committee of Shepherd University endorse the use of the program Curriculog if funding is available for its on-going use. Curriculog would represent an improvement in the overall process of curricular changes, including changes to the core curriculum for programs and courses.