

CORE CURRICULUM COMMITTEE MEETING MINUTES

WEDNESDAY, OCTOBER 18, 2023, 4:10 P.M., VIRTUAL MEETING

Voting Members 2023 – 2024:		Non-Voting, Ex Officio Members 2023 – 2024:	
Kathy Reid (ACCT, BADM, ECON)	X	vacant (Student Representative)	
John Steffen (BIOL)	X	vacant (Student Representative)	
Chris Coltrin (CAT)	X	Tracy Seffers (Registrar)	
Jacquelyn Cole (CHEM)	X	Christina Reich (Academic Advising)	
Francoise Nelles (CME)	X	Ann Wendle (Assessment)	
Monica Larson (COMM)	X	H. Williams-McNamee (Student Success)	X
J. B. Tuttle (EDUC)	X	Emily Gross (Academic Support Center)	X
Sytil Murphy (EPS)	X	Larry Daily (C&I Chair)	X
David Gordon (HIST)	X	Shannon Holliday (FYEX)	X
Rhonda Donaldson (Library)	X	Annie Lewin (Multicultural Student Affairs)	
Erica Rumbley (MUSC)			
Kellie Riffe-Snyder (Nursing)	X		
Stephanie Slocum-Schaffer (PSCI)	X		
Lindsey Levitan (PSYC)	X		
Rhonda Hovatter (RSES)	X	Core Curriculum Committee Chair 2023 – 2024:	
Charles Hulse (SOCL)		Tim Nixon (EML)	x
Karen Green (SOWK)	x		

Quorum = 10 voting members

- I. **Approval of the Minutes from the Meeting of 4/19/2023**
Slocum-Schaffer moved to accept the minutes; Murphy seconded the motion. The minutes of the 4/19/2023 minutes were approved.

Members introduced themselves, and Dr. Nixon introduced the newly named representative for Nursing, Dr. Kellie Riffe-Snyder. Guests in attendance were Helen Baker, Education; Jason Allen, Education; Rob Tudor, Interim Provost

- II. **Reports**
 - A. C&I (Larry Daily) *C&I recently approved EDUC 375 and EDUC 443. Deleted Intensive English*
 - B. Assessment (Ann Wendle) *No Report*
 - C. Course Substitution Subcommittee (Karen Green) *Subcommittee has approved several substitutions*

- III. **Important Initiatives for the New Academic Year**
 - A. Students Transferring to Shepherd with an Associate’s Degree (Provost Rob Tudor)
Interim Provost Tudor brought a proposal to the committee to consider—the Core Curriculum will be satisfied for transfer students with an associate’s degree, with the exception of those courses in the Core that are required for the student’s major. Many schools have this policy and

it makes transferring to Shepherd more student friendly. The committee members were asked to bring this back to their Departments/Colleges for discussion.

- B. 2023 – 2028 Strategic Plan and the Core Curriculum Committee (Tim Nixon). *Cole, Gross, Murphy, Slocum-Schaffer, and Steffen volunteered to serve on an ad hoc committee to examine the Core Curriculum to determine how we are realizing liberal arts at our institution.*

Goal 2, Strategy 1

- **Tactic 1: The Core Curriculum Committee will conduct a thorough examination of the Core Curriculum and degree offerings to determine how we are realizing liberal arts at our institution.**
 - **Accountable: Chair, Core Curriculum Committee**
 - **Responsible: Core Curriculum Committee**
 - **Completion date: Jan 6, 2024**
 - **Product: Report of examination, including necessary proposals for curriculum revisions**
 - **KPIs: Codified, trackable metrics defining the realization of liberal arts**

KPI = “Key Performance Indicators”

IV. First Readings

Jason Allen and Helen Baker presented a first reading of EDUC 46X—Residency II, that is mandated by the State for all education majors starting in 2025. The committee recommended that an assessment plan be developed for each competency, with two assessment measures for each competency, prior to the second reading.

V. Old Business

VI. New Business

The meeting was adjourned at 5:10 pm.

Respectfully Submitted,

Kathy Reid, Business, Accounting, Economics and Finance