Shepherd University { General Studies } Meeting Minutes Nov. 16, 2011

COMMITTEE MEMBERSHIP:

Andro Barnett (HPERS) X
Laura Clayton (NURS) X
Momodou Darboe (SOCI) X
Heidi Dobish (Chair) present
Kathleen Corpus (BADM) present
Karen Green (SOWK) present
Cindy Vance (ACCT) present
Dawn Burke (EDUC) X
Anders Henriksson (HIST) present
Ann Henriksson (Library) present
Erik Jones (MUSC) X
Kristin Kaineg (CAT) present
Bob Warburton (CHEM) present
Tim Nixon (E&ML) present
Burt Lidgerding (BIOL) present
John Schultz (ECON) present
Stephanie Slocum-Schaffer (PSCI) present
Ed Snyder (IES) X
Chris Elmer (CSME) present
Kevin Williams (MCOM) present
Timothy Leonard (student rep) present
Bryan Staggers (student rep) present
Student Rep (student rep) X
Helena Cole (retention Specialist) present
Holly Frye (Service Learning) X
Emily Gross (Academic Support) X
Christana Johnson (Multicultural SA) X
Judi McIntyre (FYEX Director) present
Laura Renniger (Assessment Task Force) present
Tracy Seffers (Registrar) present
Sylvia Bailey Shurbutt (C&I Chair) present

The November 16, 2011 meeting of the Shepherd University General Studies Committee was held in White Hall Room 104. Chair, Heidi Dobish called the meeting to order at 4:10 p.m.

Meeting Schedule (2011-2012): The General Studies Committee will meet every third Wednesday of the month at 4:10pm.

I. Approval of the minutes from the meeting of 10/19/2011
   a. M/S/P Minutes unanimously approved.

II. Change General Studies Committee name to Core Curriculum Committee (finalize discussion)
   a. A discussion about the committee name change occurred. Many members felt the change will be inevitable since it will be come confusing to new faculty members and students as to why the committee name is “General Studies” and not “Core Curriculum.” On the flipside, we currently do take action on General Studies since we still have many students completing their degree under the original catalog. For the time being, it is best to keep the name as-is.
   b. M/S/P Dr. Schultz motioned to postpone indefinitely. Motion second. Motion approved to postpone the discussion indefinitely. One opposed.
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III. C & I Report

Dr. Shurbutt presented an update on the motion concerning the Drop/Add Issue that C&I is considering—the vote will take place Dec. 5.

Drop/Add Issue:
A Taskforce for the purpose of exploring the Drop/Add issue—discussed in A&C, Senate, and C&I, among others across campus—met on November 2 with the VPAA for the purpose of coming to consensus on the issue. These groups will make recommendations which the VPAA will take to President Shipley, who will consider all aspects of this complex subject, including the business perspective and federal rules involving student aid, before making a decision. Representatives from C&I, A&C, Student Advisement, and the Senate agreed on several principles: 1) That the open drop/add period for students on RAIL should be the first week of classes, with the instructor alone empowered to make a recommendation during the second week of classes concerning adding a class; 2) That the fixed date to withdraw from a class be posted as 5 days after distribution of Mid-term grades; 3) That assigning midterm grades accurately and in a timely manner is a crucial component of this process. It was likewise agreed that we need to have decisions in place and endorsements made by the end of the semester in order to begin looking at all printed materials so that the revised policy might be in place for next fall.

C&I Motion: That the C&I Committee endorse the consensus articulated above regarding the policy of dropping and adding classes.

IV. Clarification for old-vs-new catalog issues (finalize email discussion)

Discuss occurred about various issues happening over email. Some issues presented:
If a student switches to a new catalog and did not pass ENGL 102, 103, 104 with a C or higher will they have to re-take ENGL 101 and ENGL 102. The committee strongly believes that they need to maintain the standards created in the Core and should not waffle on the issues. If a student accepts to move to a new catalog they need to weigh the pros and cons of the switch.

At the last meeting, we resolved the Computer Literacy issue for Education Majors and the FY issues.

In addition, an email discussion occurred on WHETHER exceptions have to be made (for students who switched from old to new) who would approve those exceptions? As stated through email, the best person to approve would be the chair of the department in which the course lies. And for the time being the committee does not need to take any action on this issue and to maintain that those exceptions be signed only by the Chair. The discussion deferred till the next meeting on Jan. 18, 2012.

V. Process for changing competency designations once in core curriculum

Dr. Nixon brought the question to the Agenda so we establish a process for changing competency designations. What sort of process does the committee need to establish when changes need to occur? Can these changes be done without paper work and during committee meetings if on the agenda or do we need to create a form or modify the existing to allow for these changes to be made? The Registrar requires a paper trail of any changes to the Core Curriculum. Therefore, it will be best for departments to re-submit a Core Curriculum proposal with the appropriate changes. The Registrar will work with Professor Kaineg to modify the existing form so no additional paper work will have to be completed.
VI. Second Reading History
   a. History
   In light of reviewing these proposals and the approved framework, the committee realized some changes need to be made to:
      1. The definition for “Civic Knowledge & Engagement” on page 4 of the framework.
      2. To the required Competencies for Tier One History, specifically delete, “Civic Knowledge and Engagement.”

Dr. Henriksson motioned to delete the last sentence in the definition that reads, “In addition, civic engagement encompasses actions wherein individuals participate in activities of personal and public concern that are both individually life enriching and socially beneficial to the community.”
Motion second by Dr. Solcum-Schaffer. Discussion
M/S/P —Dr. Warburton presented a friendly amendment. Instead of deleting the whole sentence (since some of the courses do meet the definition) we should change it to, “In addition, civic engagement encompasses actions wherein individuals ARE ENCOURAGED TO participate in activities of personal and public concern that are both individually life enriching and socially beneficial to the community.”
Dr. Henriksson accepted the friendly amendment.
Motion unanimously passed. Page 4 in the Framework under “Civic Knowledge and engagement” will now read:

*Civic engagement is “working to make a difference in the civic life of our communities and developing the combination of knowledge, skills, values and motivation to make that difference. It means promoting the quality of life in a community, through both political and non-political processes.” In addition, civic engagement encompasses actions wherein individuals are encouraged to participate in activities of personal and public concern that are both individually life enriching and socially beneficial to the community.*

M/S/P —Dr. Henriksson motioned to delete the civic knowledge and engagement competency requirement in Tier One History. The competencies required for Tier One History are critical thinking and communication in Written English.
Motion second by Dr. Solcum-Schaffer. Discussion
Motion unanimously passed. Page 7 of the Framework will read:

   AREA 3: HISTORY – 3 credits
   All courses in this area must address critical thinking and communication in written English.

   ii. Existing Courses HIST 100, 101, 102, 103 for Tier One
   iii. Existing courses HIST 201, 202 for Tier Two (Civic Knowledge & Engagement)
   iv. New Courses HIST 120, 124, 130 for Tier One

M/S/P Dr. Corpus moves to approve the History course as a package. Motion Second. Motion Passes for the History course listed above. Professor Kaineg will make the additions of the History course in the 2012–13 Core Curriculum Checklist.
VII. First Readings
   a. Art
      i. ART 204
         The department of Contemporary Art + Theater currently does not have a Writing in the Major (WM) course. ART 204 Contemporary Art will fulfill the need for the department to have such a course. The class size will be limited to 20 and be offered every semester as well as in the summer. Students will write enough to meet the 30-page WM requirement. See Syllabus for complete information.

      ii. ART 303
         ART 303 African Art was recently approved by C+I. This course has long been offered as ART 304 ST: African Art. CAT would like this course to be a part of the core curriculum preferably as meeting Social Sciences, but also wants to be considered as a course that meets the Humanities requirements. Some discussion occurred. Dr. Henriksson is not sure how this course fits in the “social science” because the methodology taught in the course is not grounded in the social sciences and based on quickly reading the proposal—it doesn’t seem like the right area for this course. It was also discussed how this course fits as a Humanities since we are talking about “Art.” As clearly stated in the syllabus and proposal there is no such word for “art” in the African Culture and the objects Western cultures might deemed as “Art” are not in the African Culture. Professor Rhonda Smith was asked to be in attendance during the Second Reading so more questions can be answered regarding the make-up of the course. It was also discussed that perhaps the title of the course could change to better reflect the contents in the course. (refer to the complete proposal for syllabus and explanation)

   b. Family and Consumer Sciences (FACS)
      i. FACS 403
         Currently FACS has course FACS 430 as fulfilling the Writing in the Major requirement. Since the WM requirement has to be 3 credits, this course cannot complete the WM Core requirement. FACS 403 will replace the 430 as meeting this WM requirement and FACS 430 is 3 credit hours. So this is simply a correction to the Core Program and an oversight that occurred last academic year when this went through the committee.

VIII. Other Business
   a. Meeting Dates + Location for the Spring Semester.
      The committee will continue to meet the third Wednesday of each month in White Hall Room 104 (also known as the Jefferson Room) at 4:10pm. Meetings for the spring semester will occur:
      - Jan. 18
      - Feb. 15
      - March 21
      - April 18

      Core Curriculum proposals need to be submitted one week prior to meeting date. Proposals are due to the Chair, Heidi Dobish:
      - Jan. 11
      - Feb. 8
      - March 7 (one week early because of spring break)
      - April 11

Meeting adjourned at 5:25pm
Respectfully Submitted • Kristin Kaineg