|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
| Chair – Larry Daily | present | ACCT – Cindy Vance | present | Tracy Seffers | X |
|  |  | BADM – Cydne Perry | present | Laura Renninger | X |
| BIOL – Burt Lidgerding | X | ECON – John Schultz | present | Christana Johnson | X |
| CHEM – Robert Warburton | present | PSCI – Stephanie Slocum-Schaffer | present | Holly Frye | X |
| CSME – Ralph Wojtowicz | X | PSYC – Chris Lovelace | present | Emily Gross | present |
| IES – Ed Snyder | X | SOWK – Karen Green | present | Sylvia Bailey Shurbutt | present |
|  |  | SOCI – Momodou Darboe | X | Shannon Holliday? | X |
| CAT – David Modler | present |  |  | Deidria Ellis (student) | present |
| EML – Tim Nixon | present | EDUC – Dawne Burke | present | Logan Sigley (student) | X |
| HIST – Anders Henriksson | present | HPERS – Rhonda Hovatter | present |  |  |
| MCOM – Matthew Kushin | present | NURS – Laura Clayton | present |  |  |
| MUSC – Erik Jones | present | Library – Ann Henriksson | present |  |  |

**Minutes of the January 15, 2014 Regular Meeting of the  
Shepherd University General Studies Committee**

The January 15, 2014 meeting of the Shepherd University General Studies Committee was held in the Cumberland Room of the Student Center. Dr. Daily called the meeting to order at 4:10 p.m.

**I. Approval of the minutes from the meeting of 11/20/2013**One omission in the attendance from the last meeting was noted. M/S/P minutes unanimously approved with that one correction.

**II. C&I Report (Dr. Shurbutt)**C&I report moved to item IV, below.

**III. Unfinished business**  
  
**Core Curriculum Course change form (draft posted on Sakai)**Dr. Daily has been working with the course change form in Adobe Acrobat and it can be filled out electronically and saved, however the “E-mail” button is not working. Dr. Slocum-Schaffer noted that the phrase “Attach a copy of the current catalog description, inserting your proposed changes” should be changed to allow for course changes that do not involve catalog description changes. M/S/P (unanimous) to accept the form with that change and removal of the E-mail and Print buttons.

**Motion to rename committee postponed from November 20, 2013 meeting**

During the November 20, 2013 meeting of the General Studies Committee, a discussion regarding renaming this committee to the “Core Curriculum Committee” ended in a successful motion to postpone further discussion. Dr. Daily, following up on General Studies Committee minutes from 2011 when a similar discussion was ended by a motion to postpone further discussion indefinitely, noted that, according to Robert’s Rules, such a motion can only postpone discussion for the remainder of that meeting.

Dr. Warburton reiterated his previous motion to rename the committee, noting the confusion caused by the inconsistency between the committee’s name (General Studies) and the program it oversees (Core Curriculum). There was much discussion, with some committee members wanting the name to remain as it is for historical reasons or to avoid the arduous process of changing the constitution. Dr. Daily noted that the constitution still says that we oversee the “General Studies” program, which no longer exists. Other committee members spoke out in favor of the name change, noting such factors as removing confusion among students and faculty and also avoiding confusion among future accreditors.

The motion to change the name of this committee to the “Core Curriculum Committee” carried with a hand vote of 10 for and 5 against. Dr. Daily, assisted by Dr. Warburton, will take the matter to the Assembly secretary and the University General Counsel.

**IV. Proposal guidelines / interface between C&I and GSC**(From II, above) Dr. Shurbutt gave a brief report on the deletion of ENGL 100 A/B and addition of ENGL 101 A/B. The paperwork for these is going through the Curriculum and Instruction Committee now, and will soon be submitted to the General Studies Committee.

This was followed by some discussion of the procedure of coordinating Core Curriculum course additions and deletions between these two committees. Drs. Daily and Shurbutt will work together to develop a proposal for coordinating these and will bring that proposal to the General Studies Committee at a later date.

**V. Other business**Dr. Jones, chair of the Course Substitution Subcommittee, followed up on his report from the November 20, 2013 meeting of the General Studies Committee by noting that, going forward, the Course Substitution Subcommittee will not accept any course substitutions that do not fall under an articulation agreement unless they are accompanied by a course syllabus.

Meeting adjourned at 4:47 p.m.

Respectfully submitted by Christopher T. Lovelace, Ph.D.