**Minutes of the 18 October 2017 Regular Meeting of the**  
**Shepherd University Core Curriculum Committee**

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| Chair – Kevin Williams | Present | EDUC – Dawne Burke | X |
|  |  | HPERS – Greg Place | Present |
| BIOL – David Wing | X | NURS – Barbara Mott | Present |
| CHEM – Jacquelyn Cole | Present | Library – Yanhong Wang | Present |
| CSME – Ralph Wojtowicz | X |  |  |
| IEPS – Sytil Murphy | Present | Ex Officio: |  |
|  |  | Tracy Seffers (Registrar) | X |
| CAT – David Modler | Present | Laura Renninger (Assessment TF) | Present |
| EML – Tim Nixon | Present | Julia Flocco (Student Success) | X |
| HIST – (vacant) | X | Tom Segar (Multicultural St. Affairs) | X |
| MCOM – Monica Larson | Present | Rachel Moreno (Service Learning) | X |
| MUSC – Kurtis Adams | Present | Emily Gross (Academic Support) | X |
|  |  | Heidi Hanrahan (C&I) | X |
| ACCT – Cindy Vance | Present | Shannon Holliday (FYEX) | X |
| BADM – Meg Galligan | X | Morgan Breeden (student) | X |
| ECON – Yuying (Joey) Xie | Present |  |  |
| PSCI – Stephanie Slocum-Schaffer | X |  |  |
| PSYC – Larry Daily | Present |  |  |
| SOWK – Karen Green | Present |  |  |
| SOCI – Momodou Darboe | X |  |  |

The 18 October 2017 meeting of the Shepherd University Core Curriculum Committee was held in the Cumberland Room of the Student Center. Dr. Williams, Chair, called the meeting to order at 4:10 p.m.

1. The minutes of the 20 September 2017 meeting were approved as distributed.
2. Dr. Nixon presented a proposal for changing the catalog description of ENGL301 (Introduction to Literary Study), which is the Writing-in-the-Major class for the English program. A motion was made to waive the first reading. The motion was seconded and passed. The proposal to change the catalog description was approved with a vote of 13 in support, no objections, and no abstentions.
3. Professor Green reported on the efforts of the Core Curriculum Appeals Subcommittee. She said that appeals are being considered in an expeditious manner. Professor Green also clarified for Dean Renninger and the rest of the Core Committee the process for filing appeals with the subcommittee.
4. Dean Renninger discussed core competency assessment with the committee. After distributing an assessment coverage matrix, she cautioned that we may need more departments and programs to begin assessing Teamwork as a competency. Dr. Place volunteered to speaks with his department, HPERS, about the issue, and Dr. Williams talked about COMM203 as being a course that lends itself to assessing that competency. Dr. Daily pointed out that the Framework document targets the lab sciences for Teamwork. Finally, Dr. Vance noted that BADM is not assessing any competencies, at least not according to Dean Renninger’s matrix.

Meeting adjourned at 4:32 p.m. Respectfully submitted by: Timothy K. Nixon, Ph.D.