CORE CURRICULUM COMMITTEE
MINUTES NOVEMBER 10, 2024, 4:10 P.M., VIRTUAL MEETING

VOTING MEMBERS 2024 – 2025		NON VOTING, Ex Officio Members 2024 – 2025	
College of Arts, Humanities, and Social Sciences		*Logan Morgan (Student rep)*	X
Brian Santana (EHML)	X	*Allison Cronk (Student rep)*	X
Stefan Swanson (MUSC)	x	Tracy Seffers (Registrar)	X
Lindsey Levitan (SABS)	x	Christina Reich (Advising)	X
David Gordon (at large)	x	Ann Wendle (Assessment)	
Kevin Williams (at large)	X	H. Williams-McNamee (Student Success)	X
Chris Lovelace (at large)	X	Craig Cline (C&I Chair)	
Keith Alexander (at large)	X		
College of Business, Recreation, and Education			
Kathy Reid (BAEF)	X		
J.B. Tuttle (EDUC)		**Core Curriculum Committee Chair 2024 – 2025**	
Rhonda Hovatter (RSES)		Monica Larson (CACT)	X
Jason Allen (at large)	X		
Robert Richardson (at large)			
Rob Szarka (at large)			
College of Science, Technology, Engineering, Mathematics, and Nursing			
Osman Guzide (CSME)	X		
Jacqui Cole (NPS)	X		
Damien Unger (NURS)	X		
Brooke Comer (at large)	X		
Sara Reynolds (at large)	X		
John Steffen (at large)	X		
Scarborough Library			
Rhonda Donaldson (LIB)			

Quorum = 10 voting members

Zoom link: https://us02web.zoom.us/j/83121636402?pwd=3gzLYGTcSNuBaIbphj46Kd4gFxXnNC.1

Meeting ID: 831 2163 6402

I. **Approval of the Minutes from the Meeting of 10/16/2024**
   No changes were requested; minutes approved
II. **Reports**
   A. C&I (Craig Cline: nothing to report)
   B. Assessment (Ann Wendle): *Note: Ann is unable to attend because of the meeting schedule.*
   C. Course Substitution Subcommittee (Kathy Reid, Brian Santana, and Jacqui Cole)
      a. Kathy states that the subcommittee was requested to review two course substitutions; unanimous votes on 1 course; other course has outstanding votes
      b. Chair is still needed for the subcommittee
      c. A new folder on the TEAMS site for the subcomittee is accessible for members
III. **New Business**
   A. Assessment

a. For accreditation, a stronger plan is needed for the competencies and the initiatives are being evaluated, and when and how they are being evaluated
b. Developing a cycle for each competency discussed
c. Documented approach may be a better idea
d. Multiple competencies may be evaluated, but with only one measure
    i. At least one assessment of everything each cycle
    ii. 2 measures that address a competency in a class
    iii. Importance of documentation discussed
e. Chris has some archives that include examples; these will be put on the TEAMS page
f. Monica will work with getting recording of meeting and minutes to Ann Wendle
g. Proposal from Kathy that the assessment subcommittee work with Ann Wendle to develop an assessment rotation for Core classes was discussed

IV. **Old Business**
  A. Membership update
      a. Full roster
      b. 2 new student representatives elected by SGA
          i. Logan Morgan introduced
  B. Core Codes update
      a. questions by Dr. Best on why we use just the current worksheet, clarification posted to website. Students are to use current worksheet regardless of the student's catalog year
      b. Repositories – Monica has been looking at items on the website to ensure they are up to date; there are a lot of outdated sources of information
      c. core curriculum Framework revised in 2023.
          i. Writing in the Major did not have written communication; this has been added in the draft
      d. Initial framework and course mapping could be eliminated and refer readers to current worksheet; Needs proofread and edited
      e. DRAFT Framework REVISED Fall 2024 – Chris Lovelace started this previously and will work with Sam Green who is taking over the position in the committee
      f. Forms and Instructions – competency mapping diagram has not been updated with written communication from Writing in the Major;
      g. Question raised; if changes are made to the document, will this need to be approved by Faculty Senate?
          i. Monica will find out for committee
      h. Sakai is archived on a folder in the TEAMS>General>Archive from Sakai

  C. Investigation into the Core Curriculum and Degree Offerings
      a. Timeline discussed
          i. Steps that were determined were not clear
      b. Reviewing AACU's LEAP goals
          i. Rubrics written in 2011 (Cole) – may not be effective now with changes since 2011
          ii. More standardized assessments
          iii. Possible answer; let this mellow online and everyone can make suggested edits and review at next meeting
      c. Tracy asked if updates are being done by AACU;

        i.   Chris states it's still on the AACU website; essential learning outcomes are listed; value assessment guidelines are still being used and being used in tandem with Leap goals;

       ii. VALUE assessment initiative discussed

          1. appears to be more of a rebranding.

          2. Integrative and Applied learning was only change noted

d. Referring to Leap goals is still useful, but alternatives need to be considered

e. Needing someone to look at web content

f. Motion made by Sara Reynolds to approve the statement as it

       i. Yea = 14

       ii. Nay = 1

       iii. Motion passed

g. Definition of degrees

       i. Registrar has clear layout of a tactical standpoint

       ii. 'Philosophical' definition of degrees is needed

h. US Higher Education: A brief guide explains what degrees mean in the US system

i. In the strategic plan, this is probably what is being looked for

       i. Volunteers for basic work on this and present to the committee

       ii. Would be a working group

          1. John and Sara, Keith agree to work on this

D. Adjournment

a. Meeting concluded at 521pm

The Liberal Arts at Shepherd University:
Proposal for an Investigation into the Core Curriculum and Degree Offerings

Incremental Step Completion Date

Level Setting: Clarification of and Agreement on the Term "Liberal Arts" .... Feb. 2024
The Liberal Arts in 2024—A Need for Updating Our Understanding? .... Apr. 2024
Revisiting AACU's Leap Goals—Still Appropriate for Shepherd? .... Oct. 2024
Definition of Degrees (BA, BS, BFA, BMP, BSN, BSW, RBA) .... Nov. 2024
Thorough Evaluation of Shepherd's Core Construct vis-à-vis Previous Considerations ..... Feb. 2025
Benchmarking with Shepherd's Peers and Competitors .... Apr. 2025
Recommendations for Alterations or Augmentations of Assessment .... Oct. 2025

Minutes submitted by Damien Unger