

CORE CURRICULUM COMMITTEE MINUTES

WEDNESDAY, MARCH 19, 2025, 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 (<i>Student rep</i>)	
Brian Santana (EHML)		Allison Cronk (<i>Student rep</i>)	
Stefan Swanson (MUSC)		Tracy Seffers (Registrar)	X
Lindsey Levitan (SABS)	X	Christina Reich (Advising)	X
David Gordon (at large)	X	Ann Wendle (Assessment)	x
Kevin Williams (at large)	x	H. Williams-McNamee (Student Success)	X
Sam Green (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)		Guests	
Rob Szarka (at large)	X	Jason Best	x
College of Science, Technology, Engineering, Mathematics, and Nursing			
Osman Guzide (CSME)	x		
Jacqui Cole (NPS)	X		
Damian Unger (NURS)			
Brooke Comer (at large)	x		
Sara Reynolds (at large)	x		
John Steffen (at large)	x		
Scarborough Library			
Rhonda Donaldson (LIB)	x		

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 02/19/2025**
- II. **Reports**
 - A. C&I (Craig Cline)
 - No report
 - B. Course Substitution Subcommittee (Kathy Reid, Brian Santana, and Jacqui Cole)
 - One submitted, denied as the student has room in schedule to take the course in another semester
- II. **New Business (none)**

IV. Old Business

- A. Second Read: WELL 201 (Stacey Kendig, Jessica Graham)
- Concern over assessment raised by Lindsey for competencies, same in wellness and lifelong learning
 - Ann Wendle proposing additional wording to differentiate between the two
 - Jacqui proposal to split the competencies into two different areas, some that are getting more at lifelong learning, and others at wellness
 - Motion to approve based on contingencies discussed, and seconded
 - Final vote tally: unanimous to pass
 - Update will be sent to Monica by Stacey
- B. Core Assessment (Ann Wendle)
- Jacqui Cole: concern over assessing on a single thing. Recognition it is maybe more of an issue in the sciences. Sciences may keep to a larger scale assessment and pull from that for the report.
 - Ann: not changing the number of measures, committee would need to decide if we need more outcomes. This document about being consistent that we are doing what we say we are doing.
 - Ann: Anyone can add more assessment points. It is going from 2 to 1 as per discussion in core. Change in verbiage to say a minimum of 1, but you can go beyond.
 - Motion to endorse, seconded by Kevin.
 - Final vote: passed, 12 in favor, 1 abstention
- C. Definition of Degrees (John Steffan)
- Language of how Shepherd is realizing liberal arts, Senate also going over the topic of liberal arts, BS, BA. Has been general discussion of difference between BA and BS. Reshaping to look at how liberal arts are being realized through the construction of the core curriculum—how the degrees themselves integrate the core curriculum.
 - Monica shared screen with wording from Teams document (Revised Degree Language). LEAP is now VALUE rubrics (both are in the wording).
 - Question is about the endorsement from the committee for the wording as we now have it, to submit as a first (or final) offering.
 - Rob Szarka: social responsibility does not need to be there (second bullet of goals)- this was an approved point back in 2021 at the university level. What does social responsibility really mean as part of discussion.
 - i. Sam Greene: point of order that this should go back to the university if we are trying to change something that was already approved, if we want to adjust the language it should be a broader conversation.
 - ii. Could we endorse but recognize we are quoting another document?
 - Added sentences to top about change from LEAP to VALUE Rubrics.
 - Jacqui: Looking at last paragraph, need to add that transfer students have the core requirements waived.
 - i. This was adopted in 2024, adding this into the language (for AS or AA)
 - ii. Discussion of wording for this. Also need to add that students working on second undergraduate degree exempt.
 - iii. This has now been added using ** with language at bottom
 - Motion by Jacqui to endorse as now written, seconded by Sam Greene
 - Final vote: passed unanimously
- D. Core Science sequences (Amy DeWitt, Kathleen Reid)

- Sam, Kevin, Jason, all of their colleges/departments voting unanimously to approve this change
- Jacqui discussing holding off on this, especially in light of having a new provost and waiting for full assessment of entire core. Proposal to wait until next year.
 - i. Read prepared statement, including history of how we got to this point with the proposal. Maybe changes should be made to all areas of the core if we move forward with this, bringing in examples from other institutions for how they have their core.
 1. Prepared statement available on the Teams site “CCC Argument” posted under folder for “6--3-19-2025 Mtg”
 - ii. Question of how/why this would be such a great effort to rework courses (Sam). Many have been built upon two courses that are dependent on each others. Would need rearranging of material for stand alone courses. Some are already like this but it depends on the course.
 - iii. Point made that for other core there is already mix and match (Lindsey).
 - iv. Comparisons being made between Shepherd and other institutions.
 - v. Rob Szarka point about 2 issues separate issues being brought up- whether we should make the change, and how difficult it would be. Could separate that if the change is made, how could we make this less of an excessive burden.
 1. So when would the change need to be in place if this is passed? Would it be immediate and need to be in place for next year?
 2. Does it have to go to the Senate for a change to the framework, or Assembly?
 3. Have not had the rules well spelled out, so unsure of how it would be implemented.
 4. Many would need to undergo name changes, and language changes in catalog write-ups since now it has them as 2-semester sequence. Would be at least 3 C&I docs, going through department, college, C&I, and CC. Some would have to remain coupled, or at least that you could not take each some if you did not have the pre-requisite.
 5. David Gordon: seems that with this type of change would *not* need to go to Assembly since it is not changing how many credits overall. Had been in AACU meeting where this was discussed. What if we voted but with specific dates as to when it would go into effect?
 6. Monica: We have to define the way we want to operate- there is nothing written that things have to be implemented immediately, so we could maybe add this as a stipulation for date of implementation.
 7. Can make with pre-requisite for each of the second part of a sequence.
 8. Possibility to make a non-major course to combine the two parts.
 - a. Response that it would depend on the course, but for many courses this would be very difficult.
 9. If it is so important to take the two part sequence, we should make it that transfer students have to keep in the same sequence also.
 - a. Sciences was not part of the change to allow transfer students to mix/match, this rule has been around a long time.
 - b. Some that come in with AA/AS could even have no science classes.
 10. Again Jacqui brought up that there may be changes on the administrative side so it could be best to wait on this.

11. Sam bringing up wanting to support what his college has said, making motion to call for a vote that it would be for implementation in year 26-27, giving a year to make the changes that sciences see fit.
12. Sam called for a vote, Lindsey seconded.
13. Vote tally:
 - a. Aye: 7
 - b. Nay: 4
 - c. Abstention: 1
 - d. Motion passes

Meeting adjourned at 5:40pm

Respectfully submitted,
Brooke Comer

**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