

CORE CURRICULUM COMMITTEE MINUTES

WEDNESDAY, OCTOBER 15, 2025, 4:10 P.M., ZOOM

VOTING MEMBERS 2024 – 2026		NON VOTING, Ex Officio Members 2025 – 2026	
College of Arts, Humanities, and Social Sciences		Logan Morgan (<i>Student Rep</i>)	Absent
Monica Larson (CACT)	Present	Student Rep (<i>vacant</i>)	N/A
Heidi Hanrahan (EHML)	Present		
Stefan Swanson (MUSC)	Present	Tracy Seffers (Registrar)	Absent
Lindsey Levitan (SABS)	Present	Christina Reich (Advising)	Present
David Gordon (at large)	Present	Ann Wendle (Assessment)	Present
Kevin Williams (at large)	Absent	H. Williams-McNamee (Academic Support)	Present
Sam Greene (at large, chair)	Present	Craig Cline (C&I Chair)	Absent
Keith Alexander (at large)	Present		
College of Business, Recreation, and Education			
Robert Perry (BAEF)	Present		
Rhonda Hovatter (EDUC)	Absent		
Jessica Graham (RSES)	Present		
Jason Allen (at large)	Present		
vacant (at large)	N/A		
Rob Szarka (at large)	Present		
College of Science, Technology, Engineering, Mathematics, and Nursing			
Osman Guzide (CSME)	Present		
Jacqui Cole (NPS)	Present		
Damien Unger (NURS)	Present		
Brooke Comer (at large)	Present		
Sara Reynolds (at large)	Present		
vacant (at large)	N/A		
Scarborough Library			
Tara Carlisle (LIB)	Present		

Quorum = 11 Voting Members
17 Voting Members Present

Sam Greene convened the meeting to order at 4:10pm and opened the floor for any changes to the minutes. No changes were voiced and the minutes were approved as distributed.

OLD BUSINESS

The first item under Old Business was “Discussion of previous work around Goal 2, Strategy 1, Tactic 1 and possible recommendations (follow up from Provost visit).” Sam requested feedback from the committee, and it was generally agreed that our CORE lined up with other similar institutions, and there should be no overhaul of the program and that the faculty owns the CORE.

ACTION POINT: Sam will ask the Provost if specific actions are needed.

The second item under Old Business was the Senate charge regarding the “AAC&U ELO’s and Value Rubrics.” Sam opened the floor for discussion noting points the committee would want to change and what an adoption may look like. The committee voiced that this was a rebranding issue and, whatever the outcome, they should be user friendly with time to implement changes in syllabi and follow best practices.

Sam stated the Senate may be looking for specific feedback and perhaps a group should be formed across many disciplines to be carefully studied and then implemented. Sam stated this should not be an activity that creates more work with little or no value.

ACTION POINT 1: Sam will ask the Senate for specific feedback and share the committee’s sentiment there is no rush to adopt a change.

ACTION POINT 2: Sam will ask for documents from C & I to specifically understand and address their concerns and/or ask Ritchie Stevens to attend the next CORE meeting.

The last item under Old Business was the “Two-semester science sequence discussion.” Many good points were offered where keeping the current policy would save in staff set up time, save costs in lab preparation, and smooth out scheduling issues. The committee also discussed keeping parity between the four-year Shepherd students and transferring students as well as students requesting waivers.

Monica Larson made the motion to “Allow students to mix and match two different lab science courses to meet the core requirement, provided these two courses are listed CORE. To implement by Fall 2027, with liberal substitutions until that date.”

Robert Perry seconded the motion.

Sam called for a vote by members by indicating, AYE, or NO and reminded the committee that in order for the motion to pass, it must be carried by a two-thirds margin.

The motion carried by 13 members voting to adopt and 3 against. (Sara Reynolds had technical difficulties and fell off Zoom during the voting process and was unable to vote).

NEW BUSINESS

Jason Allen requested guidance from the committee to determine the proper protocol in making changes to course names and/or course descriptions. His specific examples were EN200, ED150, and ED461.

The committee thought we should only worry about assessment documents when first approved and added to CORE and not when a change is made to an existing CORE course.

Jason will put it together as usual and continue the past process of course name and/or course description modifications.

Sam called for any other new business items and, hearing none, adjourned the meeting at 5:36pm.