

Core Curriculum Review Committee
Approved Minutes
September 7, 2005 **Raynor Library R301**

Present: Dr. John Boly, Ms. Cheryl Coan, Dr. Ellen Eckman, Dr. Stephen Franzoi, Dr. Carla Hay, Dr. Linda Laatsch, Reverend John Laurance, Dr. John Moyer, Dr. Bonnie O'Neill, Dr. Sandra Ramey, Dr. Kristina Ropella, Dr. William Thorn, Dr. Pol Vandavelde, Dr. Christine Krueger (chair)

Excused: Dr. John Karkheck

1. The meeting was called to order at 4pm
 - 1.1 Welcome: Krueger thanked the members for their willingness to serve on the CCRC, and recognized the contributions of past CCRC committees, especially the work of Dr. Nancy Snow, former Director
 - 1.2 invocation : Fr. Laurance offered a prayer
 - 1.3 introductions: members introduced themselves and indicated their experience with the Core program and/or courses

2. Announcements
 - 2.1 Krueger described the new configuration of the CCRC, approved by the Academic Senate on May 16, 2005. Committee members agreed that the reduction in the number of members was meant to increase the likelihood that all members attend as many meetings as possible. The committee discussed optimal meeting times. Krueger suggested that we address the question of alternative meeting times via email.
 - 2.2 Krueger reminded members that official university documents refer to the "Core of Common Studies," and that we will use that title.
 - 2.3 Krueger informed the committee that sophomore students taking Theo 108 & 109 last spring with the mistaken understanding that it counted for core credit under the UCCS, were granted core credit by Vice Provost Margaret Bloom. Theo 108 & 109 have not been approved for the UCCS and it carried core credit for only juniors and seniors in '04-'05.
 - 2.4 Krueger reviewed a list of members, work procedures, and sub-committee assignments which had been distributed with the agenda (attach. #1). The committee assented to operating according to Robert's Rules of order. Krueger suggested that at a later point the committee may wish to formulate and vote on procedures for various committee activities.
 - 2.5 Krueger asked for comments on new text for the UCCS web pages, which had been distributed with the agenda. Krueger is revising the current text with a student audience in mind. Suggestions for revision were made, and Krueger urged members to email her further suggestions (attach. #2)

3. Old Business
 - 3.1 Deadlines for Core Course Proposal submissions were discussed in light of the pending revised Core Course Proposal form and in terms of faculty needs and efficient committee operation. It was moved and seconded that deadlines for Core Course Review submissions be set for Oct. 15

and March 15. The motion carried unanimously. The chair will disseminate that information to the relevant parties and have the revised deadlines posted on the web.

- 3.2 Revised Knowledge Area Learning Outcomes (attach. #3), which were adopted May 23, 2005 after consultations with faculty from each of the Knowledge Areas, were distributed to the committee with the agenda. Krueger noted that these are now in effect.
 - 3.3 The Revised Core Course Review template (attach. #4), discussed at the April 20, 2005 meeting of the CCRC, were distributed. Current members of the CCRC who served on last year's committee explained their reasoning in designing the new form. Members were asked to review the forms, consult with colleagues, and submit any amendments for consideration at the next CCRC meeting. Members requested Krueger send them electronic versions of the forms so that they could more easily make them available to colleagues.
4. New Business: Priorities for 2005-06
 - 4.1. Core Assessment: Learning Outcomes (attach. #5) Krueger announced that the principal work of the CCRC for this semester will be to formulate Learning Outcomes for the Core of Common Studies. The University Assessment Committee has set deadlines of Oct. 15 for draft outcomes, and Dec. 30 for working outcomes. Krueger had distributed with the agenda a set of questions on Core assessment for the committee to consider in advance of our next meeting. She also distributed the chapter on assessing general education from Barbara E. Walvoord, *Assessment Clear and Simple*.
5. Adjournment at 5.05pm