

## **CCRC Meeting 10/13/10 Minutes**

**In Attendance:** Monahan (Chair), Acord, Feldner, Gardinier, Geiser, Robinson, Sanders, Spargo, Wreen

The meeting was called to order at 3:36 pm. Minutes of the previous (9/22/10) meeting were unanimously approved.

In further preliminary planning, Monahan circulated two drafts related to Core Course Review Policy. The first provided a breakdown of courses by Knowledge Area and Department on the front and on the back, a list of courses by unit together with a proposed six-year rotation, balanced with large and smaller numbers. The second was a Cover Sheet for Review of Current Core Course. It presents instructions and a concomitant rationale. The draft is designed to ensure that all of the recommended steps have been followed before a course syllabus is submitted to the CCRC for review.

In the ensuing discussion, a key issue was how to divide the review labor across the committee. The accompanying breakdown document indicated that the committee would be dealing with 22 syllabi with multiple sections of the pertinent courses, yielding up to 40 syllabi for review. In exploring options, it was agreed that department chairs could facilitate the process through preliminary screening of departmental syllabi. It was also clarified that the CCRC focuses primarily on the learning objectives; department chairs could alert the CCRC to changes in these. Any correction efforts should be made before syllabus submission. Finally, as to a timeline for conforming to CCRC guidelines, it was anticipated that the modifications would be made before the course was offered again in the fall semester. Monahan concluded that his revision of the pilot document would be sent to committee members before the October 27 meeting, facilitating official approval at this meeting.

Next on the agenda was further discussion of the ICLO 2011. Since the reading is stale, Monahan asked committee members to search for a new short piece with relevance to the different disciplines. Still under consideration is the question format, whether short-answer or multiple choice. If a new reading is not found, then the current one will need to be modified. An overarching issue was the limited resources available for the assessment process. Regardless, the new or modified reading will be further addressed at the next meeting.

A final item was an update on a sentence in the Bulletin directing that there be no dual-application courses in Theology and Philosophy. After discussing this with relevant individuals and learning that the rule was not being applied, Monahan has recommended striking the rule.

Respectfully submitted,  
Richard Robinson

