

**Core Curriculum Review Committee
Approved Minutes
December 9, 2009 – 3:30-5:00PM, Raynor 301**

Present: Michael Monahan (Chair), Melissa Condon (student representative), John Curran, Christopher Geiser, Jeff LaBelle, Michelle Mynlieff, Jane Peterson, Richard Robinson, Robert Shuter, Richard Taylor, Michael Zeps.

Excused: Lea Accord, Cheryl Coan, Kim Factor, Chris Foley, Stephen Hudson-Mairet, Mickey Mattox.

Call to Order

The meeting was called to order at 3:35PM.

Reflection

A moment of silence was observed in lieu of the usual reflection.

Minutes

Minutes from 11/11/09 were amended and approved.

Old Business

- Review of Activity C Draft: Discussion ensued and the draft was approved unanimously as written.
- Review of Rubric for Activities A & B: Members discussed and recommended revisions in draft of Rubric for Activities A & B to change wording from “Purpose” to “Objectives” and to separate “Audience” into another category. Monahan will make changes as recommended and resubmit rubric for final review and approval at January meeting.
- Review of Rubric for Activity C: Members discussed and recommended revisions in draft of rubric for Activity C to clarify ambiguity of “most” by using “majority” instead. The term “essay” should be replaced with “response” due to the nature of this activity. Finally, the category “Content” should be eliminated since the final category, “Use of Mathematical Concepts,” was deemed more appropriate for this activity. Monahan will make changes as recommended and resubmit rubric for final review and approval at January meeting.

New Business

- Review of Draft of Proposed Policy for Review of CCS Syllabi: Members discussed and made some initial recommendations regarding the development of a proposed policy for reviewing CCS syllabi. This discussion will be carried over for further discussion at the January meeting.

Adjournment

Meeting was adjourned at 4:29PM. The next meeting will be January 27, 2010.

Respectfully submitted,

Jeff LaBelle, S.J.