Committee Members Attending: Ross Alander, Keith Barron, Michael Gillespie, Lora Kosten (by phone), Noel Noel, Helene Robinson, Jane Rose, Mary Beth Wallace

Regrets: Wilma Davidson

Recorder: Barbara Melfi

Minutes – 10/09/2014

Introducing the Committee
COB Ross Alander
   Noel Noel
COE Helene Robinson
   Lora Kosten
CHTL Keith Barron
CAS Wilma Davidson
   Mike Gillespie
Non-Voting Jane Rose – Chair
   Mary Beth Wallace
Support Barbara Melfi

Coordinator Search Report Mike Gillespie
Dr. Gillespie said the search plan for the Core Curriculum Coordinator and General Education Instructor position is complete and available. He said the search committee has been charged and will begin the review of applications on November 14, 2014.

Pillar Course Proposals

Leadership & Ethics

ECP 3203 Labor Economics and Leadership Ethics Mike Snipes
This is an existing course, with revision less than 20%, being proposed to qualify as a pillar course in Leadership and Ethics. The Core Curriculum Committee (CCC) approved the course as a pillar course in Leadership and Ethics, pending the following revisions to the syllabus:
   • Revise the last sentence of the Course Description as follows: This class qualifies as a Pillars course in Leadership and Ethics; theories of . . .
   • In the Course Objectives section, cut the phrase “assessment tools.” And in the bulleted items of that section, change “Understand” to “Demonstrate an understanding of . . .”
   • Add a “schedule of assignments section to the syllabus”
Dr. Rose said she would ask Dr. Snipes to revise the syllabus. Dr. Rose will then send the revised version to the CCC for final approval. With CCC approval, the pillar course proposal will go to APC just as an
information item and to the Registrar to be coded with the Leadership and Ethics pillar attribute. It is then filed for addition to next year’s catalog.

**ENC 3242 Technical Communication for Majors  Tod Roberts**
This is an existing course, with revision less than 20%, being proposed to qualify as a pillar course in Leadership and Ethics. The CCC unanimously approved the pillar course proposal as submitted. With CCC approval, the pillar course proposal will go to APC just as an information item and to the Registrar to be coded with the Leadership and Ethics pillar attribute. It is then filed for addition to next year’s catalog.

**GEY 4647 Ethical and Legal Issues in Aging  Kathy Black**
This is an existing course, with revision less than 20%, being proposed to qualify as a pillar course in Leadership and Ethics. The CCC approved the course as a pillar course in Leadership and Ethics, pending the following revision to the syllabus:
- Instead of the highlighted “Proposed Course for Ethics and Leadership Pillar,” add this statement to the end of Description: This class qualifies as a Pillars course in Ethics and Leadership.

Dr. Rose said she would ask Dr. Black to revise the syllabus. Dr. Rose will then send the revised version to the CCC for final approval. With CCC approval, the pillar course proposal will go to APC just as an information item and to the Registrar to be coded with the Leadership and Ethics pillar attribute. It is then filed for addition to next year’s catalog.

**Community Engagement & Diversity**

**POS 393X U.S. Veterans’ Reintegration and Resilience  Eric Hodges**
This is a new course being proposed to qualify as a pillar course in Community Engagement and Diversity. The CCC approved the course as a pillar course in Community Engagement and Diversity, pending the following revision to the syllabus:
- Add this statement to the Course Description: This is an upper-level Pillars course, emphasizing Diversity and Community Engagement.

Dr. Rose said she would ask Dr. Hodges to revise the syllabus. With CCC approval, Dr. Hodges will be ready to submit another proposal to APC for a New Course. When Dr. Hodges submits to APC, he will include the Pillars approval as documentation.

**SSE 4380 Global and Multicultural Perspectives in Education  Jody McBrien**
This is an existing course, with revision less than 20%, being proposed to qualify as a pillar course in Community Engagement and Diversity. The Core Curriculum Committee (CCC) approved the course as a pillar course in Community Engagement and Diversity, pending the following revisions to the syllabus:
- The course title on the syllabus is correct, but the title on the proposal and cover memo were worded differently. Change from “International and Multicultural Issues in Education” to “Global and Multicultural Perspectives in Education”
- Add this statement to the Course Description: This is an upper-level Pillars course, emphasizing Community Engagement and Diversity.

Dr. Rose said she would ask Dr. McBrien to revise the syllabus. Dr. Rose will then send the revised version to the CCC for final approval. With CCC approval, the pillar course proposal will go to APC just as an information item and to the Registrar to be coded with the Community Engagement and Diversity pillar attribute. It is then filed for addition to next year’s catalog.
This is an existing course, with revision less than 20%, being proposed to qualify as a pillar course in Community Engagement and Diversity. The Core Curriculum Committee (CCC) approved the course as a pillar course in Community Engagement and Diversity, pending the following revisions to the syllabus:

- A change needs to be made to the proposal. The response to item “a” on Learning Outcomes covers Diversity but not Engagement. Included in the syllabus is an outcome focused on engagement, which needs to be added to Proposal section “a.”
- The other change is in the syllabus. Add this statement to the Course Description: This is an upper-level Pillars course, emphasizing Diversity and Community Engagement.

Dr. Rose said she would ask Professor Blanco to revise the syllabus. Dr. Rose will then send the revised version to the CCC for final approval. With CCC approval, the pillar course proposal will go to APC just as an information item and to the Registrar to be coded with the Community Engagement and Diversity pillar attribute. It is then filed for addition to next year’s catalog.

**Discussion of Assessment Development**

Dr. Rose distributed a draft Assessment of the Pillars document and a draft Student Survey of SLS 2122. She said she is proposing using the second foundations course as a lower-level assessment catch point. She said this course is typically taken by students toward the end of their lower level courses.

Dr. Gillespie said there are two ways to address assessment of the pillars:

- Each faculty member comes up with their own assessment. The committee then reviews and aligns to the pillars. He said this is difficult to do.
- Everyone has to add one standard assessment into the course.

Dr. Rose proposed also using all pillars courses as upper-level assessment catch points. It would be a responsibility in each pillars course to have students produce work designed for assessment --perhaps two short essays, one on each pillar requirement of the pairing.

This item is tabled to the November CCC meeting. Dr. Rose said in November, the CCC will review pillar course proposals and complete the plan for assessment.

Professor Barron said he would email an Ethics rubric and a Leadership rubric to the CCC prior to the November meeting for review and editing.

**Additional Gen Ed Courses – action not needed**

Dr. Rose provided the following as an information item only.

**Natural Science (non-majors)**

**HAD**
- BSE 1005 Bio for Non-Majors
- EVR 2001 Intro to Enviro Science

**ADDING**
- CHM 2020 Chemistry for Liberal Arts
- PHY 2020 Fundamentals of Physics
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The next CCC meeting will be Thursday, November 6, 2014 from 10:00 – 11:30 a.m. The agenda will include:

- Review of pillar course proposals submitted
- Discussion of assessment plan draft
- Rubrics

The meeting adjourned at 12:40 p.m.