

Minutes
CORE 2.0 Committee (C2C)
Tuesday, October 21, 2008
11:00 a.m. in 415 Reid Hall

Chair: Jeff Adams, Assistant Vice Provost for Undergraduate Education

Present: Kirk Branch, Patricia Catoira, Michael Everts, Kirk Branch, Kevin O'Neill, Brett Walker, Matt Lavin, Phil Gaines Guest: Charles Pinkava
Diane Heck (Administrative Support)

1. Call to Order and Introductions
 - a. Charles stated that he teaches Core courses and his background is in Chemical Engineering, Finance, and Psychology. He is here today to get a sense of what the Core committee does.
2. Steering Committee Updates
 - a. Kevin O'Neill, Inquiry – Currently have 3 proposals. Having problems getting responses from his committee.
 - b. Matt Lavin, CIS – 1 course out and has exactly the opposite problem – lengthy responses.
 - c. Brett Walker, Diversity – 1 proposal out which was just approved.
 - d. Kirk Branch announced that due to the Transferability Initiative his ENGL 121 is now officially WRIT 101.
3. Core Renewal Process
 - a. Writing and Math did not need to go through review initially to be Core approved.
 - b. Reviewed the Application for Core Renewal form and the cover letter.
 - c. Discussion ensued
 - d. The question was brought forward as to whether or not instructors will know how to do this assessment? Per Jeff since there have been no workshops or training they opted to go with the phrase “Where Possible”. Discussion ensued on this would be received and perceived by the instructors. Would they feel they did not need to do?
 - e. Kirk gave a brilliant explanation of the background and it was decided that Jeff would use some of this explanation in the cover letter.
 - f. Jeff will redo the cover letter and send out for input.
4. University Accreditation & Core Assessment
 - a. Faculty Survey – use open ended questions. Adele Pittendrigh was the person that was behind getting Core started. She wants to write an article on Core and it's progress. She also offered to assist in Core assessment.
 - b. Survey of Core Instructors – Adele and Jeff will draft this and then Jeff will share with the Committee. This process will be layered with reminders in order to receive good participation.
 - c. Focus Groups – Intern Barbara Komlos will work on student focus groups and gather assessment information. Discussion ensued on methods and choices of students. Brett suggested using a similar approach as the P&T process.
 - d. Senior Survey –
 - i. Reviewed last year's information
 - ii. Last year an iPod was given away to encourage participation
 - iii. 448 or 1200 responded
 - iv. Students also have the opportunity to write in comments and those are shared with appropriate colleges.
 - v. Question – Are questions in survey done in manner they can be compared to other universities? Per Jeff – no.

- vi. Jeff will invite Chris Fastnow to discuss a survey we do that is able to be compared nationally.
 - vii. Was our senior survey being done a decade ago? Yes and Jeff will bring the results to a future meeting.
5. Other Business:
- a. Phil Gaines – What venue is used to share information on core goals and the importance of core with students? Shouldn't we be telling students what to expect of core. Have this information imbedded somewhere in University information shared with freshman. Kevin O'Neill suggested the best place to imbed this would be at Freshman Seminars and require all instructors to share the information.
 - b. Jeff will pursue this idea with Adele Pittendrigh and draft a page or two to be used to share and discuss. Jeff will bring this to Core when a draft is done.
 - c. Mike Everts suggested this information be put in the syllabus.
 - d. Phil added that Nora Smith would like to work with Adele on this project.
6. Meeting Adjourned.
7. Next Meeting: November 18 @ 11:00 in 415 Reid Hall