

Core Curriculum Committee Steering Committee

Meeting #1

October 3, 2008

Minutes

The meeting opened at approximately 10:05 a.m. Vice Provost Valerie Paton addressed the committee members on the SACS-COC Special Committee visit on September 23-24. The committee found Texas Tech University to be in "minimal" compliance with SACS-COC Comprehensive Standard 3.5.1. Their report will be forwarded to the SACS-COC Committee on Compliance and Reports and from there to the Executive Committee before it moves to the Commission on Colleges for final action. It looks good for a decision to be made in time for the December meeting. The Special Committee report is good news, but we still have a long way to go. Specifically, they noted the need for more direct assessment, especially in Humanities, Visual and Performing Arts, Social and Behavioral Sciences and Multicultural. The committee also indicated a need for the university to demonstrate that our assessment of the core curriculum will be continuous and sustainable. We will have a five-year report due to SACS-COC in 2011, and we will need to respond to the recommendations of the Special Committee.

Members of the Steering Committee were introduced. In attendance were Gary Elbow (Chair); Tess Barlow (Institutional Research); Pat Brown (Technology and Applied Science); for Steven Crooks; Hansel Burley (Multicultural); Laura Calkins (Humanities); Fred Christoffel ((VPA), for Robert Henry; Sam Dragga (Communications); Anthony Qualin (Foreign Languages), Lawrence Schovanec (Mathematics), Jeff Williams (Social and Behavioral Sciences), and Mark McGinley (Natural Sciences) for John Zak.

Elbow explained the organizational structure of the Core Curriculum Committee. Actions originate in the Core Area Committees, to which all requests for addition or deletion of courses from the core will be referred. These committees are also responsible for assessment activities within their core area. Recommendations of the Core Area Committees are referred to the Steering Committee, which acts on them and refers them to the Academic Council for further action or back to the Core Area Committee with an explanation for why its recommendation was not approved.

The primary responsibilities of the Core Curriculum Committee (as noted above) are to manage the core curriculum assessment process and to approve the addition and deletion of courses from the core curriculum. Both of these activities will require access to course syllabi, which will be reviewed to insure they meet core curriculum requirements as noted in the Course Review Procedures and the Review Process Statement (see <http://www.depts.ttu.edu/provost/councilscmtes/ccc/>).

Elbow referred Steering Committee members to the Core Curriculum Committee website which contains the procedures for course submission and deletion as well as review criteria and syllabus requirements. He also drew the attention of the committee members to the document manager that is being developed by the Office of Information Technology. This website will allow faculty to download syllabi directly off their computer onto a website where they will be available for review by CCC members. This should be very helpful. The document manager should be fully operational by the beginning of spring semester 2009.

This was an organizational meeting and no actions were taken by the committee.

The meeting adjourned at approximately 11:15.