

Core Curriculum Committee Steering Committee  
Meeting #4  
November 24, 2008

The meeting convened at 10:00 am. Attendees included Gary Elbow, Steve Crooks, Susan Lang, Joe Price, Kent Pearce, Bettye Griggs, Randall Jeter, Sue Jones, DaNay Phelps, Tess Barlow, and Jennifer Hughes.

- I. Minutes from the November 7, 2008 meeting are posted on the CCC website and will be approved at the next CCC meeting.

Announcements

- II. Under new CCC guidelines, CCC recommendations are presented to Academic Council. Interim Provost Winer then initials each item to signify approval.
- III. The Office of Official Publications on-line (HTML) course list is the “official” core curriculum list. Sue Jones will keep this list up to date and will list courses that are scheduled for removal at a future date. Jones mentioned that course deletions do not become effective until printing of the new catalog. Courses added to the core (pending Academic Council approval) are effective immediately.

Old Business

- IV. Please email an electronic version of your 2008-2009 assessment plan as soon as possible to Gary Elbow.
- V. Discussion of new course approval form deferred until next meeting.
- VI. Writing intensive courses and terminology
  - A. Advisors concerned about which courses are writing-intensive vs. writing-rich. Gary Elbow asked Sam Dragga to consider the use of language which describes this distinction to students in an informed way. Need to address consistency among distribution of student fees.

New Business

VII. Department of Industrial Engineering requested IE3351 and IE4363 be removed from the Technology and Applied Science core area. Elbow moved to approve this request. No opposition recorded.

VIII. Please review standards of conduct document (distributed during meeting) to discuss at next meeting.

IX. Review of core courses which change title or description

A. When a core course is changed substantively (not by title, but by course description), a formal course submission must be presented to the corresponding Task Force. If a core course wishes to change its course title, this information must be conveyed to Sue Jones, who will ensure the course title is changed in the university catalog. Sue Jones will share this information with Gary Elbow.

X. Elbow anticipated the next CCC meeting will be held mid-January.

Meeting adjourned 11:00.