**Core Curriculum Steering Committee**

**Minutes**

**March 2, 2012**

The meeting convened at 3:00 p.m. in ADM 104. The following committee members were present: Gary Elbow, Chairperson, Robert Henry, David Roach, Joaquin Borrego, Sabrina Sattler, Kent Pearce, John Zak, Sam Dragga, Jennifer Hughes, Lauren Gollahon, Anthony Qualin

Minutes of the February 16, 2012 meeting were approved as amended.

Core Curriculum Committee website is up and running with six Communications courses which may be accessed and viewed online. A recommendation of timelines for approval of revised curriculum, requirements for review and approval of core courses was discussed.

SACSCOC Monitoring Report was presented and discussed. The Committee voted to approve Communication Studies 3310 course as presented.

Dr. Elbow presented MCOM 3310, Professional Communication, for addition to the Oral Communication Core. This course was reviewed and approved by the Communication Core Area Committee in December. Communication Core Committee chairperson Sam Dragga noted that after revision the course had been reviewed favorably by faculty from the Department of Communication Studies. The course was approved without opposition and one abstention.

Formation of the Phase I review committee will begin after Spring Break. It is anticipated that most of the courses submitted for the Core Curriculum can be reviewed before the end of the semester. Any courses that are submitted too late for review prior to the end of the semester will be reviewed during the remainder of May if possible. The Core Curriculum Steering Committee will function as a review committee during the semester. The committee will be reconstituted after the end of the semester to conduct any additional courses reviews.

Mathematics and Life and Physical Science requirements for core courses may be amended to 4 hour courses, pending a decision by the Coordinating Board. Dr. Elbow will follow-up with the Coordinating Board and provide an update to members.

Note: After discussion with a THECB staffer it was decided to allow mathematics courses over the 3-SCH limit to be in the core as long as they are required for completion of a major and do not cause the number of hours for graduation to exceed the 120-hour limit (engineering programs excepted). Science departments will be allowed to combine labs into their Life and Physical Science core courses (4 SCH). A statement will be placed in the catalog indicating that mathematics courses with more DCH than the 3-hour limit will be accepted as long as they are required by the major. A similar statement regarding Life and Physical Science Core courses will indicate that the fourth hour pertains to labs, which will become a graduation requirement outside the core.

No further Committee reports at this time.

Core Curriculum Steering Committee will meet again on March 22, 2012.

Meeting adjourned.