

Minutes

Core Curriculum Meeting

April 25, 2014

WHTC 126

Members Present: Frances Bernat, , Patricia Cantu, Juan Garcia, Rohitha Goonatilake, Conchita Hickey, Michael Kidd, Bede Leyendecker, Kevin Lindberg, Veronica Martinez, Mark Menaldo, Paul Niemeyer, Bernice Sanchez, Deborah Scaggs, Mary Trevino, Richard Wright

Members Absent: Manuel Broncano, Carmen Bruni, Pablo Camacho, Jose Carlos Lozano, Paul Madlock, Lucy Maldonado, William Manger, Phil Roberson.

K. Lindberg called the meeting to order.

Approval of Minutes: Minutes were approved as read.

Process for Course Inclusion in 2015-2016 Core: B. Leyendecker asked how a course could be submitted for inclusion in the core. M. Trevino indicated that courses would need to go through the same vetting process as those courses approved for the 2014-2015 core. She recommended course be submitted to the core curriculum committee early fall, preferably September, to ensure that the multi-level approvals would be finished by the Coordinating Board deadline. K. Lindberg indicated he would call a meeting then. Several courses are likely to be submitted for core approval: MATH 1342, 1331, 1332 and COMM 1311.

Assessment Plan for 2014-2015: C. Hickey reported that the matrix for the assessment timeline was almost complete. Still pending are courses in communication, psychology, leadership, and economics. Discussion followed regarding the number of random samples required for assessment. R. Goonatilake moved and D. Scaggs seconded that, in general, to conduct the assessment faculty and/or the department chair should sample about 30% of the artifacts in a class for inclusion in the assessment. The total number of students sampled in the assessment need not exceed 100 students for classes with multiple sections or with a large student enrollment population. In classes with a single section of 30 students or less, then faculty should assess all artifacts for the class.

Motion passed. The committee also agreed that September 5th afternoon, after Freshman Convocation, would be a convenient time to gather the faculty teaching the courses to be assessed in the Fall for a workshop.

Accessing Results for Program Improvement: V. Martinez reviewed the Survey Monkey pilot assessment results and stated that 2014-2015 results would be made available to faculty and the department chairs. She indicated that the most important part of the process was the dissemination of the results and the action plan. C. Hickey reported that the University College faculty had piloted the Teamwork Rubric but that since it only had one question, it would not provide information at the individual student performance level. F. Bernat expressed concern that if we expected students to

achieve only a 70%, they would be at the beginning level and not at competency. K. Lindberg reminded the committee that our goal is to move students from where they are to where they need to be.

M. Trevino commented that special attention should be given when advising students who have core courses from previous years but have moved to 2014-2015 or later degree plan. Core courses and components should be honored.

R. Goonatilake moved to adjourn, M. Kidd seconded. Meeting adjourned.