

Cardinal Core Curriculum Committee (CCCC) Meeting Minutes 09-10-2021

Attending: Barrow, Burke, Crothers, French, Futrell, Hagan, Himes, Lewis, Meza, Olinger, Pinkston, Presley, Riedel, Shanahan, Sief, Willenborg, Willey, Wright

Absent: Baumgartner, Koenig, Lasavio, K. Partin (optional/non-voting member), W. Partin (optional/non-voting member), Perry, Rock, Rudy

Introduction of Members:

Returning members were welcomed back and new members were recognized. The new Executive Administrative Associate for the Vice Provost of Undergraduate Education, Darla Samuelsen was introduced to the committee.

Election of Committee Chair:

Nominations for the CCCC Chair were opened. French was nominated and voted as continuing Chair for another year of service.

Approval of Minutes:

The minutes from April 23, 2021, were approved.

ACTION: Samuelsen will post the minutes to the Cardinal Core website.

Review of Charge and Introduction to Subcommittees & Request for Volunteers:

The document outlining the structure and charge of the CCCC is posted on Teams for the committee member's review. Willey presented the CCCC subcommittees and charges. Each member of the CCCC must serve on one subcommittee. The Course Proposal subcommittee reviews new Cardinal Core course proposals and substantive changes to existing Cardinal Core course proposals and reports back to the CCCC. The Diversity subcommittee reviews petitions for military experience and study abroad. This subcommittee is also tasked with developing a rubric assessing diversity outcomes in collaboration with the Assessment subcommittee. The Assessment subcommittee provides guidance on the Cardinal Core assessment process, providing valuable input on training materials and assessment reporting. This subcommittee will work in conjunction with the Diversity subcommittee to develop a rubric assessing diversity outcomes.

Hagan provided an update for Koenig (absent) and himself regarding the Ad Hoc subcommittees for Digital Credentialing and Adobe Initiatives respectively. Koenig had a group of five faculty last spring that implemented Digital Credentialing within their Cardinal Core courses. Hagan had 13 faculty (with paid stipends, year-long commitment) implement Adobe Initiatives in their Cardinal Core courses. Jason Zahrndt with Delphi has been a big help with this initiative. They had a few meetings to discuss the implementation and results/feedback of their digital literacy in their syllabus and class. These ad hoc subcommittees will continue to develop language, rubrics, select new faculty, etc. to support continued growth of these initiatives.

ACTION: Samuelsen will post subcommittee list from last year in Teams. Members will notify Samuelsen by September 24, 2021, of their subcommittee choice (we will assume if members were on a subcommittee last year, they will want to serve on that same subcommittee this year).

New Initiatives for AY21-22:

Branding:

Willey presented the committee with the new Cardinal Core stickers the office developed. Buttons will be presented at the meeting in October (still being printed). These materials help advertise and familiarize people with the Cardinal Core program. Members were asked to take and handout stickers to their students. We want to make sure students are thinking about Cardinal Core as a cohesive program developing and expanding skills, habits, critical thinking, etc. across all courses and not just checking off classes. "Habits of mind" should translate across courses.

To continue that branding/familiarity, Willey stated the committee should develop a single sentence for the top of every Cardinal Core syllabi. The committee addressed this last year, but she would like to revisit it. We will discuss further at our October meeting. Linda Fuselier developed a word cloud from the Cardinal Core Instructor Training. We can form a word cloud with the sentences developed last year by the CCCC.

Digital Literacy:

Willey proposed a subcommittee to explore the possibility of a new competency, Digital Literacy (DL). Currently Cardinal Core has three skills, three content areas, and two competencies. Digital literacy is not a skill, but more a competency that can be integrated into one of the three content areas and not add additional credit hours. Digital literacy can apply to any field. The subcommittee would define what Digital literacy means, what it looks like on a syllabus, what the outcomes are, and how to assess, etc. This competency is critical for both consumers and producers of digital media, providing meaning value- value of information from digital sources, being able to critically evaluate and use of digital suites, etc. The subcommittee could start by benchmarking what other universities have done/are doing. There was no opposition to the proposed initiative and the appropriateness of its fit under the purview of the CCCC. Members were in favor.

ACTION: Meza will ask students if there is an interest in this new Digital Literacy competency. Samuelsen will send out a call. Members will inform Samuelsen if they would like to serve on the subcommittee by September 24, 2021.

General Education in Dual Credit Courses:

Willey asked that members take this initiative back to their units. The Cardinal Core office would like to develop deeper partnerships with JCPS. We want to broaden our high school base. We had a successful dual credit program this past summer with PAS 200. We have plenty of dual credits in Math (QR), English (WC), and History (SBH). However, we have very little in Arts and Humanities. These courses can be (1) at UofL lead by faculty, (2) lead by the high school teacher trained by UofL faculty/workshops, (3) hybrid (like in SOB) high school lead, UofL will go to the high school, and virtual check ins with the teacher. Funding and resources are often an

issue/factor for units. Riedel inquired about the effect of dual credits on units. Willey is asking units to think about dual credit courses and the possibilities of working with the local high school in alignment with our university mission and community outreach. Online courses are a possibility too. Students can join lecture classes already in progress online.

Hosting CCCC Meetings:

Shanahan presented the idea of having units host the monthly CCCC meeting. The Cardinal Core program is a collection of all units across HSC and Belknap campus. We'd like the opportunity to move around campus, inform each other of the Cardinal Core courses in each unit, etc. Units willing to host will help Samuelsen with room arrangements and provide a 5-minute welcome/introduction about their unit and their Cardinal Core courses.

ACTION: Members should let Samuelsen know if they are interested in hosting a CCCC meeting.

Updates:

Assessments:

Shanahan provided an assessments update. Last spring, they finished the Written Communication and Natural Sciences assessments. The overall assessments reports are posted on our website. In spring Shanahan spoke with the Interim Director of Composition regarding the breakdowns and specifics from the Written Communication Assessment. Shanahan will meet with Natural Sciences shortly to discuss their specific findings. We will need to form the Assessment subcommittee before we can send the results to the departments/units in the sciences to confirm process and format. The subcommittee will specifically discuss rules for disaggregating data. The Cardinal Core office is currently in the process of collecting Oral Communication artifacts for review in the spring. The assessment subcommittee will pilot the new diversity rubric in spring 2022, and the next three-year cycle of assessment will begin in Fall 2022.

International Service Learning Program (ISLP), potential status as a D2: Global Diversity course offering:

Shanahan revisited Study Abroad D2 credit and ISLP. The committee decided in October 2019, ISLP courses should go through the D2 Petition Study Abroad review process. Students may petition for diversity (D) credit for coursework undertaken as part of a study-abroad program prior to participation. Students submit the syllabus as part of the diversity assessment petition. The D2 Petition Study Abroad doesn't have to be an ISLP course/program to apply.

Cardinal Core Instructor Orientation:

Willey was unable to coordinate with Linda Fuselier prior to the meeting and will present this information at the October meeting. Willey attended the Cardinal Core Instructor Orientation and reported the event went well. It was held both in-person and via Teams. They had active learning exercises, produced a word cloud of what Cardinal Core represents. They want to do this orientation every fall. Feedback from committee members was that the hybrid part wasn't as engaging and having the orientation the week before classes was difficult for faculty. Some members suggested having the event on a different week, possibly at the end of spring.

Members also asked that more notice be provided. Members reported not receiving a calendar invite until 3-4 days before the scheduled orientation.

Remaining Fall 2021 CCCC Meetings:

Oct. 22 (2:30-4:00)

Nov. 12 (2:30-4:00)- Note, this meeting is a full committee meeting, not just for the course proposal subcommittee as in the past.

(Nov. 15 is the deadline for course proposals)

Dec. 10 (2:30-4:00)

(to vote on Course Proposal Subcommittee recommendations)

Proposed Spring 2022 CCCC Meetings:

Jan. 14 (2:30-4:00)

Feb. 11 (2:30-4:00)

Mar. 18 (2:30-4:00)- Members mentioned this meeting fell on spring break. Rescheduled to March 11th.

Apr. 15 (2:30-4:00)

Next Meeting:

The next meeting is Friday, October 22, 2021 at 2:30pm

Prepared by Darla Dale Samuelson