

# Cardinal Core Curriculum Committee (CCCC) Meeting Minutes 09-16-2022

**Attending:** Barrow, Baumgartner, Burke, French, Hagan, Himes, Lewis, Losavio, Luke, Krummen, Scobee, Sebastian, Shanahan, Rudy, Willey, Wright

**Absent:** Chao, Crothers, Futrell, Koenig, Olinger, Partin, K. (optional/non-voting member), Perry, Presley, Willenborg

## **Introduction of Members:**

Returning members were welcomed back and new members were recognized.

## **Election of Committee Chair:**

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

## **Review and Approval of April 15, 2022, Meeting Minutes:**

The minutes from April 15, 2022, meeting were reviewed and approved.

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

## **Review of Function/Structure, Charge/Introduction of Subcommittees, and Request for Volunteers:**

The documents outlining the function/structure of CCCC and the charges for the subcommittees are posted in Teams for the committee member's review. Willey reviewed the function/structure document and presented the CCCC subcommittees and charges. Each member of the CCCC must serve on one subcommittee.

### **Diversity Petition Subcommittee** (vote regarding changes in Diversity process):

The Diversity Petition Subcommittee reviews petitions for study abroad, transfer courses, and military experience. The Cardinal Core office reviewed the subcommittee charges this summer and propose two changes to the charges for the Diversity Petition Subcommittee: (1) If a petition for military experience is denied, members are asked to provide specific feedback about which outcomes are not met and students will be allowed one revision, and if necessary, an oral defense. (2) The Diversity Petition Subcommittee will be asked to review any course proposals requesting D1 or D2 competency. The subcommittee must make a recommendation to the committee of the whole. The course proposals will be reviewed simultaneously by the Diversity Petition Subcommittee for the diversity area (D1 and D2) only, while the Course Proposal Subcommittee will review the content area only. Both changes were voted and approved.

### **Assessment Subcommittee:**

The Assessment Subcommittee provides guidance on the Cardinal Core assessment process, providing valuable input on training materials and assessment reporting. Shanahan coordinates the Assessment Subcommittee. The Assessment subcommittee will reflect on the last cycle of assessments (critical thinking, written communication, oral communication, and diversity) to set targets/goals to focus on the next cycle of

assessments. Fall 2022 has two assessments: Arts and Humanities and Quantitative Reasoning. Artifacts are currently being collected for assessment in Spring 2023.

**Course Proposal Subcommittee** (vote regarding rolling review):

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 Cardinal Core office reviewed the subcommittee charges this summer and proposed rolling review of course proposals. This change was voted and approved.

**Digital Competency Subcommittee:**

This Ad Hoc subcommittee will offer support and input, serving as a catalyst for other units, as how best to support the university wide efforts without duplication. Specifics of the charge will be fleshed out at the mini orientation meeting.

**ACTION:** Samuelsen will email the committee the subcommittee list from last year. Members will email Samuelsen their subcommittee choice.

**New Initiatives/Updates:**

**Mini Orientation of Subcommittees:**

This year we will have mini orientations, no more than a half hour, via Teams, for each subcommittee. We will discuss subcommittee expectations and members will vote on a subcommittee chair. We will also have subcommittee channels in Teams for each subcommittee (under Cardinal Core Curriculum Committee (CCCC) Team), which will house all our subcommittee documents and communications.

**Discuss results of the Spring 2022 Diversity Assessment:**

Shanahan presented the results of the Diversity Pilot Assessment. For the Spring 2022 pilot of the new Diversity rubric, student work was collected from across the Arts & Humanities, Social & Behavioral Sciences, Historical Perspectives, and Written Communication content areas (218 student artifacts from 51 courses were assessed). Each academic unit that offers these courses was included in the assessment sample and the sample represented courses with and without Diversity competency designations (D1 and D2). The new Diversity rubric is broad enough to apply in both localized and global contexts. There were no significant differences in performance between U.S. (D1) and Global (D2) Diversity courses as compared to the results from the previous assessments with the AAC&U Intercultural Knowledge and Competence VALUE Rubric. While the results indicate that samples from courses without a Diversity designation performed lower than samples from courses with a Diversity designation, this is primarily due to assignments that did not ask students to demonstrate the competencies being measured.

**Vote regarding minor modification to the new Diversity rubric (following pilot):**

With regards to the Diversity rubric, the reviewers recommend to the committee of the whole, that Row 3's competency name be changed to "Cultural awareness" and remove "self" to more accurately reflect what the row is measuring and what students will be asked to demonstrate in their Cardinal Core courses. This change was voted and approved.

**Year of Retention Initiatives:**

**Definition of Student Success:**

Interim Senior Vice Provost DePuy put together the Defining Student Success Rapid Task Force this summer. Chaired by Beth Willey, the task force developed a working definition of student success at UofL with measures from both the student and university perspectives.

**Cardinal Core Student Learning Outcomes with Icons:**

The Student Services Office puts together an Orientation Booklet, which has the Cardinal Core requirements. They assigned icons to the content areas to make it more visually appealing to students. The Cardinal Core Office took those icons and added them to our Cardinal Core Student Learning Outcomes document. Next year, we will try to work with the Student Services Office on icons that better reflect our Cardinal Core Student Learning Outcomes and that align with the CPE 10 Essential Skills.

**CPE 10 Essential Skills with Icons:**

We discussed the CPE 10 Essential Skills at our last meeting in April. We've since added icons to visually assist with the familiarity of these skills, to help expose the skills and the language within the Cardinal Core courses. We'd like to work with the Student Services Office to align some of these icons with the icons used for our Cardinal Core Student Learning Outcomes. We are going to map these CPE 10 Essential Skills to our Cardinal Core courses. Jason Gainous, the new Associate Dean of Undergraduate Education in Arts and Sciences, is offering \$500 (provided by our Kentucky Graduate Profile Academy grant) to one faculty, per department (chosen by Chair) to develop a plan for how the CPE 10 Essential Skills can be promoted in their course. The selected faculty member would reshape their syllabus to incorporate the skills suited to their Cardinal Core class, put together a presentation highlighting how and why they fit these skills into their course, and present that work to their department faculty. In addition, presentations should be uploaded to their department websites to help students see how their coursework in A&S, and their department, is equipping them with the skills they need to succeed.

**Distribute CC Pins and Sticker:**

The Cardinal Core pins and stickers were handed out. Members were asked to take and handout pins and stickers to their students in an effort to advertise and familiarize people with the Cardinal Core program.

**Proposed Fall 2022 CCCC Meetings**

- Oct. 21, Nov. 11, Dec. 9

**Proposed Spring 2023 CCCC Meetings**

- Jan. 20, Feb. 17, Mar. 10, Apr. 14

\*May meeting will be dependent on the need and if there is any timely business that needs to be addressed

**Next Meeting:**

The next meeting is Friday, October 21, 2022 at 2:30pm in Ekstrom Library, Room E254

Prepared by Darla Samuelson