

Cardinal Core Curriculum Committee (CCCC) Meeting Minutes 12-8-2023

Attending: Baumgartner, Hagan, Losavio, Luke, Rudy, Shanahan, Swanson (proxy for Scobee), Willenborg, Willey, Wright, Zwerg-Villegas

Absent: Chao, Crothers, Deep, Farag, Futrell, Hines, Lewis, Olinger, Parker, Partin, Perry, Segall

Review and Approval of November 11, 2023, Meeting Minutes:

The minutes from November 11, 2023, meeting were reviewed and there were no suggested revisions. Due to a lack of a quorum, the minutes were not approved.

ACTION: Revisit minutes at the January 19, 2024 meeting.

Update: Planning Spring 2024 Faculty Orientation/Welcome to CC (Hagan)

Hagan has asked the Diversity and Digital Competency subcommittees to combine to begin planning the spring Cardinal Core faculty orientation/collaborative meeting proposed at the November CCCC meeting. Willey asked the groups to find a combined meeting time to start brainstorming a potential agenda. Willey envisions the meeting to be a celebration of teaching within the Cardinal Core program, provide opportunity for collaboration, and highlight best practices in the program.

ACTION: Chairs of Digital Competency and Diversity Subcommittees should coordinate a meeting and begin drafting the agenda for the spring orientation/celebration.

Subcommittee Updates:

Diversity Petition Subcommittee:

Shanahan reported there were no course proposals seeking Diversity credit since the November meeting and no new military experience diversity petitions. The Cardinal Core Office did receive two transfer courses for review. The first course was denied due to lack of connection to the D1 student learning outcomes and the course did not fulfill a similar requirement at the sending institution. It was recommended that the course be sent to the Comparative Humanities department for consideration of AH credit. The second course is still pending a syllabus, however the course fulfilled a general education "Human Diversity in the U.S." requirement at the sending institution which will be honored at UofL.

Assessment Subcommittee:

Shanahan reported that reminders for submitting materials for both the Natural Sciences and Social & Behavioral Sciences/Historical Perspectives Assessments have been sent to faculty. The deadline for submission is December 14th, however faculty needing extra time are just asked to communicate their timeline with the Cardinal Core Office. Approximately 145 student work samples have been received and prepared for the Social & Behavioral Sciences/Historical Perspectives

Assessment and approximately 122 student work samples for Natural Sciences as of noon on Friday, December 8th.

Course Proposal Subcommittee:

Wright reported that the Course Proposal Subcommittee reviewed four proposals since the November meeting.

MKT 201 – Multiculturalism in the Marketplace (SBD1)

The syllabus was revised by the department and addressed the subcommittee's prior feedback. The subcommittee proposes approving the course.

BUS 120 – Business Algebra (QR)

The subcommittee proposes approving the course with minor edits to the syllabus such as clarification of grading scale.

BUS 150 – Business Calculus (QR)

The subcommittee proposes approving the course with minor edits to the syllabus such as clarification of grading scale.

NURS 150 – Biochemistry for Healthcare Delivery (S)

The subcommittee is requesting modifications to the proposed course. See detailed modifications below.

- Ensure there is a clear alignment between topics, activities, assessments, and outcomes.
- Include other kinds of assessments that provide evidence SLOs are met- eg a multiple-choice quiz cannot assess whether a student can "demonstrate" something.
- Other objectives of the science distinction should be assessed throughout rather than just a single assessment such as "in-class participation" or only on the final project.
- Descriptions of the assessments (especially, the final project, but also the weekly deliverables) need to be fleshed out more since they are being used to assess the CC SLOs.
- Ensure syllabus has all required elements- including but not limited to university policies.
- Include a weekly topical outline.

Due to a lack of a quorum, the committee was unable to vote on the subcommittee's recommendations.

Wright shared that the subcommittee is questioning whether they can review courses based only on meeting the criteria on the checklist and aligning with the Cardinal Core program philosophy, or if there should be greater scrutiny about approving courses that may cover the same content as a course within another department. The committee further raised concerns about duplicative courses across the departments and large volume of Cardinal Core offerings. Willey is going to ask for clarification from the Provost on the expectations of the committee in the oversight of the program.

ACTION: The committee will vote on these proposals at the January meeting.

Digital Competency Subcommittee:

No report.

New Initiates/Updates:

Celebration of Teaching and Learning is back on campus in the spring. Friday, February 2, 2024, 8:45 a.m. to 4:45 p.m. at Swain Student Activities Center. Willey shared that there will be a panel of Cardinal Core faculty who have participated in the 10 essential skills project. Willey has asked to spread the word about that panel.

- There has been some discussion regarding course modality and potential for different modes of instruction at the university. Please send any thoughts and feedback to Willey.

Next Meeting:

Friday, January 19, 2024, from 3:00 pm-4:30 at Belknap Academic Building (BAB), Room 218.

Prepared by Katie Shanahan