

Cardinal Core Curriculum Committee (CCCC) Meeting Minutes 01-23-2026

Attending: Barnes, Burke, Crothers, Cunningham, Farag, Fernandez, Futrell, Gabbard, Hagan, Himes, Luke, Olinger, Perry, Price, Rudy, Shanahan, Short, Willenborg, Willey

Absent: Imam, Partin, Presley, Thomas, Zwerg-Villegas

Review and Approval of December 5, 2025, Meeting Minutes

Minutes approved.

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

Subcommittee Updates:

Perspectives Petition Subcommittee (Chair: Jennifer Rudy)

There was a petition for P2 military experience that was reviewed and approved. It was noted as one of the best military experience petitions we've received.

Assessment Subcommittee (Chair: Katie Shanahan)

AH assessments will begin at the end of February, and the QR assessments have been pushed back to March, partially due to the dual credit courses. The subcommittee met last week to discuss some work samples that were flagged as AI-generated. They decided to take those samples out of the assessment. They also decided that when they request samples in the future, they will add a paragraph to the email request asking instructors to send their AI policy (noted on their syllabus). The subcommittee regularly reviews syllabi and will also begin checking the course AI policy.

Course Proposal Subcommittee (Chair: Ryan Luke)

The subcommittee reviewed and recommended to the committee MATH 150: Introduction to Mathematics for Elementary Educators-QR course proposal be approved with minor modifications, to be reviewed by the Cardinal Core office. This is the 3rd course, in addition to MATH 151 and MATH 152. It's meant to be a prep course for MATH 151 & 152, but also serve as an alternative to other QR courses for non-math majors.

ACTION: Samuelson will process the course proposal, with committee decisions, through CIM.

10 Essential Skills Ad Hoc Subcommittee (Anne Zwerg-Villegas)

Zwerg-Villegas was out sick. Willey reminded the committee that there are two sessions in the Celebration of Teaching and Learning from our committee members. Shanahan has an online presentation on Wednesday, February 4th at 10am, Celebration Virtual Spotlight Session: Cardinal Core Assessment: Intentionality in Assessment of Student Learning Outcomes and Zwerg-Villegas and the 10 Essential Skills Subcommittee has an online presentation on Thursday, February 5th at 1pm, Celebration Virtual Interactive Session: 10 Essential Skills Syllabus Alignment Workshop. Registration is still open for the Celebration of Teaching & Learning (Feb 2-6, 2026).

New Initiatives/Updates:

Philosophy would like the committee to reconsider their logic course as QR (supported by Provost):

Luke will work with PHIL to revise the syllabus for the course proposal subcommittee to review again.

Ascend Survey/Program:

This is a belongingness survey that is sent to the students in the participating faculty courses. The survey is sent out 3 times a semester (beginning, middle, and end). There is a survey, and then the faculty has to review the responses with the class and close the loop/discuss, make changes in the course, etc.

Set the expectation that we will continue to have CC Instructor Session the week before classes start in the Fall:

Classes for Fall 2026 start August 17. Possible session, Thursday, August 13th from 2:30-4:30pm

The 10 Essential Skill Subcommittee could present their workshop for the Celebration of Teaching and Learning.

We could discuss topics like introducing best practices, reminders regarding the Follett program, progress reports due mid-semester, course evaluations, etc.

ADA Compliance by April 24, 2026:

The last day of classes for Spring semester is April 23rd. Exams must be in compliance. Starting with summer courses moving forward, the courses have to be ADA compliant.

The next CCCC meeting is on **Friday, February 20, 2026**, from 2:30 pm-4:00 pm at Belknap Academic Building (BAB), Room 218.

Prepared by Darla Samuelson