

**AGENDA: UNIVERSITY CORE CURRICULUM COUNCIL**  
**Friday, September 23, 2016 | 1 p.m. – 2 p.m. | LA 1018**

**ADMINISTRATIVE ACTIONS:** Name Secretary for the Day

**UCC DIRECTOR'S REPORT:**

1. Ways of Knowing Category Rubrics – To Faculty Senate September 30, 2016
2. Website Materials – 10 Year Calendar to be posted following CCAF review
3. Assessment Training Week: October 3-7, 2016 (all in HP 0043)
  - a. Assessment Training: Norming & Practice with WOK-Outcome 1 Rubric  
1 - 2 p.m. on Monday, October 3 & 10 a.m. - 11 a.m. on Tuesday, October 4
  - b. Assessment Training: Norming & Practice with WOK-Outcome 2 Rubric  
1:30 - 2:30 p.m. on Tuesday, October 4 & 10:30 - 11:30 on Wednesday, October 5
  - c. Assessment Training: Norming & Practice with WOK-Outcome 3 Rubric  
1 - 2 p.m. on Wednesday, October 5 & 10 - 11 a.m. on Thursday, October 6
  - d. Assessment Training: Norming & Practice with WOK-Outcome 4 Rubric  
1:30 - 2:30 p.m. on Thursday, October 6 & 1 - 2 p.m. on Friday, October 7
4. HLC Visit & Ways of Knowing Outcomes 1-4  
1 = 17 courses; 2 = 71 courses; 3 = 11 courses; 4 = 6 courses
  - a. Outcome 1: Students will be able to utilize problem solving, the process of designing, evaluating, and implementing a strategy or strategies to answer an open-ended question or achieve a desired goal, as defined by the way of knowing.
  - b. Outcome 2: Students will be able to apply methods of inquiry and analysis, the systematic process of exploring issues/objects/works through the collection and process of breaking complex topics or issues into parts to gain a better understanding of them that result in informed conclusions/judgments, as identified by the way of knowing.
  - c. Outcome 3: The student will demonstrate the ability to know when there is a need for information, be able to identify, locate, evaluate, and effectively and responsibly use and share that information for the problem at hand.
  - d. Outcome 4: The student will design and execute a performance of the way of knowing. A performance is defined as: A dynamic and sustained act that brings together knowing and doing (creating a painting, solving an experimental design problem, developing a public relations strategy for a business, etc.); performance makes learning observable.

**OLD BUSINESS:**

1. Major's Fair, October 14 in Carter Hall. Volunteer needed from Noon – 1 p.m.
2. Associate's Degrees

**NEW BUSINESS:**

1. Withdrawal Process for CORE 39 courses
2. Bonding through Books Program
3. Developing Core Speaker Grant Program

**NEXT MEETING AGENDA ITEMS: THE 2015-2016 ASSESSMENT DATA**

1. CORE 39 Assessment Data Review
2. CORE 39 Assessment Action Plans

**Next Meeting: 1 p.m. Friday, October 14, 2016 in UC 2229**

## Procedures for Deleting Courses: From the University Handbook

Removal of courses from the University Core Curriculum may occur in any of the following ways:

a. At the request of the department offering the course. The department will submit a petition to be prepared for this purpose that will include the following information:

1. Course number, title, and catalog description;
2. UCC categories from which removal is requested;
3. Rationale for removal.

The petition will be submitted to the UCC director, who will advertise its receipt and invite faculty response for at least ten working days. The UCC Council will then endorse the petition after negotiating an appropriate time for actual removal of the course. The council's recommendation, which may be appealed by any member of the faculty to the Curriculum Committee and, if necessary, the Faculty Senate, will be forwarded to the provost.

b. Because the course has not been offered in a reasonable period of time. If a UCC course has not been offered during three consecutive calendar years, the director will inform the department involved that removal of the course from the UCC is pending. The department will have one year in which to offer the course or provide the council with an acceptable justification for its remaining on the UCC list despite not being offered. If the matter is not resolved in one of these two ways during the stipulated one year, the course will be removed from the UCC.

c. As a result of the UCC assessment process. If, as a result of the regularly scheduled UCC assessment process, the council cannot determine that a UCC course is meeting its intended objectives, the following steps will be taken. These policies will be communicated to the faculty and will be made explicit at the beginning of every new assessment process. They will be applied judiciously and diplomatically, with actual removal a rare and final resort.

- The director will inform the department involved, which will have six months to respond. During this period, the council will work with the department to develop an acceptable plan to remedy the situation. Responsibility for developing the plan will rest with the department.
- If at the end of six months the council has not accepted a plan of remedy, the course will be removed from the UCC effective the following semester.