Minutes of the Core Review Committee
7 May 2009

The CRC met on May 07, 2009 at 1:00 PM in the GIS conference room (SLC 143).

Members present: Brian Whitman, KarenBeth Bohan, Andy Miller, Gina Morrison, Amy Patton, Philip Simon, Ernie Trujillo.

Dr Whitman called the meeting to order. Ernie Trujillo was appointed as recorder. The minutes of 14 April 2009 were approved as written.

Old Business

Multicultural Affairs

The visit from the Multicultural Affairs office at the 14 April meeting was discussed. The general agreement was that the office is an advocate for multicultural experiences and study abroad, but needs to provide practical, bureaucratic help to students in achieving these goals. Concerns were raised about the MA office’s mission: is their goal to increase cultural diversity and experiences, or to attract foreign students?

It was felt that we need to invite its members back for a dialog rather than to present. Such an invitation should wait until after their new director has been hired.

General Education Assessment

Artifacts for Quantitative Reasoning, Computer Literacy and Oral Communication have been evaluated, although we have not received the OC tabulations yet. Thirteen or fourteen programs have submitted Distribution Area assessments, although some sciences are still missing. FYF artifacts have been evaluated; Ellen Flint will submit a report.

In discussion of the Distribution Area assessment, the one-size-fits-none format of the reporting form developed by the IR committee was noted, as was the relative lack of faculty representation on that committee.

The “summer group” (see below) will analyze these reports and report to the CRC in August.

CRC Website

The website is up: http://wilkes.edu/pages/3136.asp. Discussion centered on useful content to put in it; the following topics were deemed important:

- a link to the current page for the Writing Across the Curriculum program.
- a list of OPO-approved courses.
- a reference-sheet of credit-transfer policies for transfer courses and AP scores.
- a list of courses that satisfy the General Education requirements
- a list of committee activities — recent initiatives (eg, WAC) and current work (eg, Gen Ed assessment)
- a guide to policies and procedures related to the Gen Ed program. (to whom can one turn for information about ... )
- links to the Gen Ed Artifact submission folder on Staff Shares, and to the tutorial podcast on submitting articles.
- agenda and minutes
Given the number of topics, there is a need for organization. We intend to have the page up-and-running for the fall.

**Writing Across the Curriculum**

Proposals from all programs except Integrated Media have been approved.

**New Business**

**Summer Assessment Group**

A five person group (Ellen Flint plus four faculty) will meet over the summer to analyze the GenEd summaries. The Provost has approved $4000 (total) for stipends to the four faculty. The group is charged with:

- Working with the Institutional Research office to prepare a report for the first year of the assessment. The IR office will provide data-mining services.
- Reviewing the assessment plan — Does it seem to be working? Are there changes we wish to make mid-stream? — in preparation for the assessment of Written Communication and Critical Thinking areas next year.
- Preparing a list of topics for faculty development workshops, but not the organization of the workshops themselves.
- Evaluating the contents GenEd program (eg: are there other areas which should be included?)
- Submitting a budget for the second year of the assessment. (alumni surveys? other expenses?)

Gina Morrison, Phil Simon, Ernie Trujillo, and Brian Whitman agreed to be on the summer group.

**Election of Chair and Vice-Chair for 2009/10**

Brian Whitman was nominated as Chair for next year by Phil Simon, seconded by Gina Morrison. There were no other nominees. Brian was elected unanimously.

Phil Simon was nominated as Vice-Chair for next year by Brian Whitman, seconded by Gina Morrison. There were no other nominees. Phil was elected unanimously.

**Adjournment**

Next meeting: 1 September 2009

Respectfully Submitted,

— Ernie Trujillo