Minutes of 
Core Review Committee
September 2, 2008


The minutes of April 22, 2008 were approved.

Old Business: History Transfer Credit Policy. Dr. Whitman will send the policy as agreed upon at the last meeting to the history department and admission staff for review and then will forward it to Curriculum Committee for approval.

New Business: Dr. Whitman explained the upcoming 2 year assessment plan as contained in the report from the General Education Institute team (previously distributed by e-mail attachment). The provost has given his approval to go ahead with the assessment program. Dr. Whitman will meet monthly with the deans through the process.

The three areas to be assessed are:

- FYF (Dr. Flint has this process underway)
- Skill Areas (a subcommittee of CRC will be appointed to oversee this area)
- Programs (data will come from programs; CRC members will be liaisons)

There may be some release time available in spring for committee/subcommittee members involved in assessment of core (contingent on approval of chairs). Dr. Miller pointed out that duties involved in release time project should be clearly spelled out.

The other factor is IT support, as it is essential that there be a way to store and organize all the assessment information. This method needs to be determined by the end of October. Dr. Whitman will meet with team members and IT group on this issue next week.

Dr. Whitman emphasized that overseeing assessment is now the responsibility of CRC. The president has revamped the Assessment Committee; it is not clear who will be on the committee, nor do we know who will head it. The person formerly leading the assessment charge, Mary Kropiewnicki, has left her administrative duties and is back in the education faculty.

Dr. Morrison asked where multicultural/global awareness might be included in the assessment plan as it is part of the Wilkes Mission. Dr. Whitman noted that environmental awareness will also eventually be included, but for now we have to assess student learning outcomes based on the 2000 core. Dr. Flint explained that one of the tasks will be to determine if the curriculum still works—and if it is in line with the Mission…once the core is assessed the faculty will come together, and, using appropriate resources, design the new curriculum.

Dr. Whitman stressed that the plan is still general; the specifics will evolve.
The CRC unanimously approved the assessment plan as presented (motion by Dr. Simon, seconded by Dr. Trujillo).

A subcommittee of three to four people (CRC members and/or external people) will be formed to focus on skill area assessment. There will be workshops to train those involved in the assessment process. For now Dr. Whitman and Dr. Simon will manage this project and the CRC committee will serve as the subcommittee.

It was agreed that the first skill areas to be assessed will be oral communication, computer literacy, and quantitative skills. Dr. Whitman will inform the Dean’s Council and put out a call to the programs involved for artifacts, including syllabi.

It was further agreed that the CRC will meet the first Tuesday and the second Thursday of each month this semester. The next meeting will be September 11, at 11 a.m.

The meeting adjourned at 12:25 p.m.

Respectfully submitted,

Diane Wenger