Core Review Committee  
September 29, 2005  
11:00 a.m.  
Minutes of the Meeting  

The first meeting of the Core Review Committee (CRC) was called to order at 11 a.m. in the Conference Room of the Dean’s Suite, Breiseth Hall. Present were Committee members Ellen Flint, Arthur Kibbe, Andrew Miller, Gina Morrison, Brian Whitman, and Diane Wenger and guest, Maravene Loeschke, Provost.

Brian Whitman was elected Chair of the CRC. Diane Wenger and Ellen Flint agreed to share responsibility for taking the minutes.

Regular meeting times for the CRC were established. The CRC will meet the second Thursday of the month, with the exception of the month of October. The October meeting will be held on Wednesday, October 12, 2005 at 2 p.m., place to be determined.

Brian Whitman reviewed the proposal to establish the CRC as a new standing committee of the faculty and charge of this committee.

Discussion and resolution of the question of rotation of membership of the CRC, which was raised in the memo from Richard Raspen, Chair, FAC, was delayed until the next meeting of the committee. Membership of the committee was discussed and it was agreed that each of the four areas of the present Core should be represented. In addition, it was agreed that there should be a student as a voting member of the committee and that one non-voting ex officio member from each of the following offices should be included on the committee: Office of the Registrar; Office of Admissions (Amy Patton as recommended by Mike Frantz); and Office of the Provost. Gina Morrison stressed the importance of having the student perspective represented on the committee. As the newly appointed Coordinator of the Undergraduate Experience, Ellen Flint will resign her current position as an elected voting faculty member of the CRC in order to represent the Office of the Provost as a non-voting ex officio member of the CRC. Brian Whitman will notify the FAC of the need to hold elections to fill the Area IV position on the CRC. Whitman will also check with other committees (especially FAC, Curriculum, and Academic Planning and Assessment) to find out if each is planning to send a liaison to CRC.

Guest Maravene Loeschke was introduced. She stated that in the coming months, she asked the CRC for help in moving initiatives ahead in support of the emerging Undergraduate Experience, including Writing Across the Curriculum, Multiculturalism Across the Curriculum, Mentoring programs, and Interdisciplinary Learning. She has asked that the CRC look objectively at shaping a new core curriculum and work to design a new core curriculum that reflects fully what we want students to know and do. Issues to consider include, but are not limited to, the following:

1) How can and should a reshaped core curriculum support mentoring?
2) Consider the existing competencies and review, revise, amend, and expand as appropriate.
3) What faculty committee should hold responsibility for assessment in the core—the CRC or with Academic Planning and Assessment? Or, should the two committees take co-ownership of assessment?
4) Review the current core—does it address what we want students to know and do?
5) How will changes in the core affect faculty and students?
6) What kinds of support will be needed for a restructured core?
Loeschke encouraged the members of the CRC to look at models from other universities, consider best practices, and if necessary, bring representatives from other campuses to Wilkes or travel to other universities, or both. She also announced that Agnes Cardoni, Coordinator of Writing Across the Curriculum, and Ellen Flint, Coordinator of the Undergraduate Experience, would be available as sources of information and aid to the committee.

Loeschke then presented a proposal to the Committee to move from the current Writing Intensive component of the Core to a Writing Across the Curriculum component. She asked the CRC give consideration to this proposal at its next meeting.

Art Kibbe reiterated that the core curriculum should be developed according to outcomes and that the University must be able and make a commitment to support the restructured core curriculum in matters of staffing [budget, facilities, and other resources]. Members of the CRC concurred.

The next meeting of the CRC was set for Wednesday, October 12, 2005 at 2 p.m. It was agreed that, at that time, the committee would discuss ways to determine rotation of the committee membership and would consider the Provost’s proposal for Writing Across the Curriculum.

The meeting was adjourned at 11:50 p.m.

Respectfully submitted,

Ellen R. Flint