Minutes of Core Review Committee  
December 2, 2008


Chairman Whitman called the meeting to order at 11:05 a.m. The minutes of November 13, 2008 were approved as written.

Old Business:
Dr. Whitman reported that…

-- he missed the Dean’s Council meeting because the date was not communicated to him;
-- he is in the process of adding the course level to the rubrics approved at the last meeting;
-- we are ready to start submitting artifacts;
-- the podcast on artifact submission has been completed.

Biology Department WAC Proposal

Dr. Ken Pidcock joined the meeting to present the biology department WAC proposal. He commented that the challenge is the extensive service component of this major. The structure is that a lecturer teaches large sections with many smaller labs; majors have the opportunity to take different electives later on. Dr. Pidcock explained that there is substantial writing in upper level courses; the 2 credit BIO 397 course, for example, includes a 1500 word review and poster presentation. Students also prepare CVs.

Asked what improvement the department would like to see, Dr. Pidcock said he would like to see an earlier opportunity for disciplinary writing so students would be better prepared when they get to the electives. Right now lab reports are graded by teaching assistants using faculty-designed rubrics.

Dr. Whitman asked if students can “slip through cracks” and take electives that would allow them to avoid writing. Dr. Pidcock noted that all majors take a certain sequence of courses which include writing.

Presently the biology department does not have majors compile portfolios; there was some discussion of how this might be done to collect evidence of student competency in writing. Dr. Pidcock responded that he would welcome a model for on-line portfolios (Dr. Morrison recommended Task Stream).
On motion by Dr. Ernie Trujillo, seconded by Dr. Andy Miller, the CRC unanimously approved the biology department’s WAC proposal.

**MAPP:** Dr. Whitman reported we have been allocated the money to purchase the MAPP tests as planned. Dr. Bohan will work with IR on how to get fifty randomly selected students from each class; she will also follow up with our student rep on appropriate incentives and report back to Dr. Whitman. Dr. Morrison will draft a letter of invitation (to students to take the MAPP) by December 11.

**CRC Web Page:** Dr. Phil Simon is working on this.

The meeting adjourned at 11:45 a.m. No date was set for the next meeting.

Respectfully submitted,

Dr. Diane Wenger