**Marquette Core Curriculum Committee**

**August 30, 2018**

**Approved Minutes**

*In attendance*: Sarah Feldner (Chair), Monica Adya (via Skype), Ed Blumenthal, John Jones, Jim Marten, Amelia Zurcher. Guest: Nicholas Curtis, Director of Assessment

1. *Updates*:

--instructors of ESSV and DISCO courses received guidelines for syllabi

--Sarah’s graduate assistant is auditing emails and spreadsheets to establish comprehensive master list

-- Sarah’s graduate assistant will collect all syllabi of MCC courses being taught this semester through chairs/administrative assistants

--*Task*: Sarah will develop a process for reviewing syllabi to ensure courses meet objectives

2. *Assessment*: Nick introduced himself and began conversation about assessing the core. How do we develop meaningful system of assessment that not only provides accountability but also helps core reach goals? Chris presented a possible template for assessing how a student gets from their first semester to achieving objectives of MCC. The short version: What should students “look like” when they’re done with MCC? We discussed whether to separate Foundations from other courses, whether to combine ESSV1 and ESSV2, where MOI fits. Nick will write the questions if we identify our goals for student development. The committee agreed in principal to Nick’s approach and will begin working on descriptions of the various components of the MCC on which outcomes and questions will be based.

--*Task*: Amelia will take point in developing those descriptions.

3. *Scheduling* *and Advising* *the MCC*: The committee discussed issues raised by the way students scheduled MCC courses for fall; 25% taking three courses. Issues: changing culture of advising and assumptions about the core. Sarah’s idea: 4-3-2-1 (four courses in MCC first year, 3 in second, etc.). Advisors and schedulers must understand the structure of the MCC, and not use it to fill out students’ schedules. Chairs and deans should think holistically about scheduling; schedules for MCC and for courses for majors are not separate operations.

--*Task*: Jim will take point in developing language for communicating about MCC to various constituencies.

The committee made three decisions:

--All THEO classes can fulfill second level THEO requirement in UCCS.

--Students will need to submit substitution requests in order for non-MCC courses to be applied to the UCCS.

--The single deadline for reviewing all course proposals this year will be November 19.