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Minutes for the *Carolina Core* Committee Meeting
September 9, 2014, 12:30 – 2:00 pm
Thomas Cooper Library, Room 204

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Members Present:
Karen Brown, Mary Ann Byrnes, Kenneth Campbell, Sara Corwin, Ron Cox, Helen Doerpinghaus (Administrative Co-Chair), Kris Finnigan (ex-officio), Andy Gillentine, Kimberly Glennn, Carolyn Jones, Chris Nesmith, Christine Sixta Rinehart, Kimberly Simmons, Nicole Spenseley (ex-officio), Jerry Wallulis,

Members Absent:
Pam Bowers (ex-officio), Daniel Freedman, Brian Habing (ex-officio), Stuart Hunter, Allison Jacques, James Kellogg, James Knapp (ex-officio), Gene Luna, Jed Lyons, Joe Rackers (Faculty Co-Chair), Mary Robinson

Specialty Team Chairs Present:
Alexander Beecroft, Adam Schor (for Saskia Coenen-Snyder), Sam Hastings, Chris Holcomb, George Khushf, Camelia Knapp, Douglas Meade, Shelley Smith

Specialty Team Chairs Absent:
Erik Doxtader, Camelia Knapp, Mary Robinson

Helen Doerpinghaus called the meeting to order and welcomed everyone. Members introduced themselves and approved the April minutes without change. The Committee reviewed the Specialty Team membership list and recognized the need to make sure each team has a full slate of members as the year gets underway.

Kris Finnigan reported on the Carolina Core courses going through the approval process. The numbers of new courses are slowing dramatically now that the bulk of courses has been reviewed and approved. Sample syllabi are available for almost all Core courses, which improves coherence in teaching for the Core across five campuses. The balance of posted syllabi will be completed in the near future.

Kris emphasized that there is no grandfathering of courses. The Carolina Core was launched fall 2012 and we grandfathered general education from the previous curriculum for the 2012-13 academic year. This is no longer the case and only courses listed on the website as Core courses count toward completion of the Core requirements. She asked all colleges to make sure that their advising sheets and training programs are up-to-date on this matter.

Kris updated the Committee on work with how transfer courses feed into the Carolina Core requirements. They are revising the website format to make this clearer. She invited anyone needing help with technology or curricular issues related to the Core to ask for her assistance.

Nicole Spensely reported on review of student work in the Core competency areas. Fall 2013 we launched the pilot for Information Literacy and assessed three of five outcomes with 80 – 90 percent satisfactory outcomes. The Specialty Team refined the rubric and inter-rater reliability improved in spring semester. Information Literacy plans to revise the rubric and bring it for Committee approval later this fall. In spring 2014 CMW piloted review and found 75 percent satisfactory performance on the one outcome (of three) that was assessed. Nicole emphasized that Core review is a team-driven process and we are making good progress thus far. More than 50 faculty members have participated in Carolina Core program review over the past year and we are developing a good cohort to lead this process.

Discussion ensued on review of VSR and the nature of reviewing student work across a variety of courses and assignments. The Committee agreed that using a varied approach for varied courses makes sense. Reviewing student work in foreign languages (GFL) also requires a special approach.

The Committee discussed the role of OIRA and the Specialty Team, and noted that each semester the process and results are getting stronger. Professional support from OIRA combined with faculty expertise is making the process robust. The team members from INF and CMW offered constructive comments as to what worked well and what they had learned thus far. They offered to meet with any team that is beginning the review process to share insight if that would be helpful.

The meeting adjourned was adjourned.

Submitted by H. Doerpinghaus

Proposed Carolina Core Assessment Schedule

Each component of the Carolina Core should complete a pilot and be fully assessed at least once before the university's next SACS accreditation visit. To this end, the following schedule is being proposed:

Semester	Type of Assessment	Core Components Included
Fall 2013	Pilot – sample of sections	INF (limited sample)
Spring 2014	Pilot – sample of sections	INF (larger sample), CMW
Fall 2014	All sections participating	INF
	Pilot – sample of sections	GSS, VSR, GFL*
Spring 2015	All sections participating	CMW
	Pilot – sample of sections	SCI, CMS, GHS
Fall 2015	All sections participating	GSS, VSR, INF, GFL*
	Pilot – sample of sections	ARP, AIU
Spring 2016	All sections participating	SCI, CMS, GHS
Fall 2016	All sections participating	ARP, AIU, CMW
Spring 2017	All sections participating	GSS, VSR, INF, GFL*

Each Carolina Core component will begin the assessment process by participating in a small-scale pilot. Core components will then have one semester off in order to analyze results and makes changes to their assessment process before participating in a full assessment the following semester. After participating in a full assessment, one group of Carolina Core components will be assessed each major semester (Fall and Spring). Components are assigned to one of three groups:

Group A: GSS, VSR, INF, GFL*
Group B: SCI, CMS, GHS
Group C: ARP, AIU, CMW

This rotation will create a structure where each Carolina Core component will be assessed twice every year and a half – once in Fall and once in Spring. An example follows.

Semester	Assessment Group
Fall 2017	SCI, CMS, GHS
Spring 2018	ARP, AIU, CMW
Fall 2018	GSS, VSR, INF, GFL*
Spring 2019	SCI, CMS, GHS
Fall 2019	ARP, AIU, CMW
Spring 2020	GSS, VSR, INF, GFL*