

Minutes for the **Carolina Core Committee Meeting**
April 8, 2014, 12:30 – 2:00 pm
Thomas Cooper Library, Room 204

Members Present:

Mary Ann Byrnes, Sara Corwin, Helen Doerpinghaus (Administrative Co-Chair), Kris Finnigan (ex-officio), Andy Gillentine, Kimberly Glenn, Janet Hudson (substituting for Chris Nesmith), Stuart Hunter, Carolyn Jones, Joe Rackers (Faculty Co-Chair), Virginia Weathers

Members Absent:

Pam Bowers (ex-officio), John Bowles, Kenneth Campbell, Ron Cox, Brian Habing (ex-officio), Stuart Hunter, Allison Jacques, Carrie Linder (ex-officio), James Kellogg, James Knapp (ex-officio), Gene Luna, Susan Parlier, Kimberly Simmons, Jerry Wallulis,

Specialty Team Chairs Present:

Alexander Beecroft, Saskia Coenen-Snyder, Chris Holcomb, George Khushf, Camelia Knapp, Douglas Meade, Shelley Smith

Specialty Team Chairs Absent:

Erik Doxtader, Sam Hastings, Mary Robinson

Joe Rackers called the meeting to order and welcomed everyone. The February minutes were approved without change.

Joe thanked Virginia Weathers for her service on the Committee since its inception, and for her work in developing and launching the Carolina Core. He thanked her for hosting our meetings in the Library. Joe then welcomed Karen Brown who will now step in to represent the Libraries on the Committee.

Helen reported that the spring 2014 Undergraduate Studies Forum was well-received. This semester we moved from the 4-forum undergraduate studies format to a single-forum format to share information on the undergraduate program. The forum offered an update from the Carolina Core, USC Connect, Graduation with Leadership Distinction, Advising, and University Technology (including Banner and DegreeWorks). We plan to continue with this new format in the fall semester.

Joe called on Kris Finnigan for an update on the Carolina Core website and course approval process. The site has been reviewed and refreshed to make it increasingly useful to faculty and advisors. There is a listing now of integrated Core courses in the program majors. She reported that new courses continue to move well through the approval process. We have a good array of overlay courses and more are being developed. The Committee discussed how to highlight some of the curricular innovation that the Core enjoys, without pushing student demand to courses that are already over capacity. Helen updated everyone on how advisors and faculty are notified of Core developments, and invited committee members to continue offering suggestions on how to increase information to faculty about the Core.

Helen introduced Nicole Spensley, Director of Assessment, from the Office of Institutional Research and Assessment. Nicole presented information on where we are with Carolina Core assessment. She covered the history so far, what we are doing now, and what we can anticipate in the coming months. The schedule for review of all competency areas is provided below.

The information literacy assessment pilot began in fall 2013 and is being expanded spring 2014. Nicole reminded the Committee that they have received a copy of the fall 2013 pilot report and encouraged anyone with questions to be in touch with her. She noted that results from the pilot indicate that about 2/3 of students demonstrate mastery of the targeted learning outcomes. The pilot also provided guidance on edits needed for the rubric (e.g., clarification of wording, moving to a two-column “meets/does not meet” approach) and changes needed to the process (using three rather than two reviewers to avoid ties).

A pilot review of student work in Written Communication is also underway spring 2014. Nicole thanked Chris Holcomb for his willingness to lead the way with assessment in both INF and CMW. Many other faculty members have been instrumental as we launch the Core assessment and continuous improvement phase of curricular reform: Sam Hastings, Karen Brown, Maureen Petkewich. Sam Hastings thanked Virginia Weathers and Carolyn Jones for excellent work on development of the original INF rubric and for willingness to be the initial piloting group.

Nicole invited those interested in participating in the Carolina Core assessment training and pilot on May 2 to be in touch with her. Helen encouraged committee members to consider participating to better prepare them for review that they will be undertaking in their areas in coming months.

The meeting adjourned at 1:30 p.m.

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*