MCC Core Curriculum Committee Meeting, Sept. 12, 2018

Minutes - draft

In attendance: Sarah Feldner (chair), Ed Blumenthal, John Jones, Conor Kelly, Khadijah Makky, Jim Marten, Michelle Schuh, Amelia Zurcher

1 Updates:

1. The Core’s graduate assistant has now done an audit of every email sent to the Core Proposals inbox last year and has a record of all outstanding issues.
2. Students will declare themes for Discovery Tier as they declare majors and minors, with a university form. For most, declaration won’t happen until end of first year at earliest, but some students in direct entry programs will want to declare themes earlier. MCC will need to communicate with advisors about process and timing (see below).
3. The deadline for proposing new courses for the MCC for AY 2019-20 will be moved from Nov. 1 to Nov. 19, in order for the Committee to put in place clear assessment criteria for the MCC courses beforehand. The Committee will still do pre-reviews for the MCC in advance of the new MU course deadline in early November of any new MU courses that departments are also intending to propose for the MCC. These will be done on a rolling basis. This deadline and the pre-review offer will be announced in an MCC email to chairs the first week of October. The chairs will be reminded that in most cases MCC courses should be able to be taught by more than one or two faculty, to ensure continuity of offerings.
4. The MCC will convene an MCC Advisory group that will meet once a semester jointly with the MCC Committee. The Advisory group will include advising staff plus at least one faculty member from each undergraduate college.

2. Upcoming tasks for and decisions by Committee:

1. In pairs, members of the Committee will contact and (in most cases) visit every chair in order to review current courses offered for the MCC and discuss future course needs. Each pair of Committee members will schedule 6-8 visits in order to cover all 32 chairs. Of particular urgency given current course offerings and needs are BISC, THEO, PYSC, and Languages, Lits and Cultures. Any outstanding decisions about current courses do not need to be referred to Sarah; Committee members should make all necessary decisions themselves. Committee members should consult with college staff (e.g. Michelle Schuh in HESC) to make MCC offerings are balanced within college curricula.
2. To ease the administration of the Discovery Tier, the MCC Committee will ask chairs to develop 3-year plans for offering MCC courses, with the understanding that these plans have to be tentative to some extent.
3. The Committee addressed some concerns from the Theology department about the Discovery Tier and study abroad. It reiterated the policy that with a small number of exceptions for introductory courses in the natural sciences and math (MATH 1700, BIOL 1001, COSC 1010), courses in the Discovery Tier will initially be approved for only one theme in order to assure the rigor of the themes. The Committee will continue working with OIE to make sure that study abroad and the MCC are appropriately integrated.
4. The Committee will work in 3 subcommittees to develop assessment worksheets for MCC courses. These worksheets need to be drafted within 3 weeks. The subcommittees are:
5. Foundations Courses: John, Monica, Conor, Amelia
6. Discovery Tier Courses: Gigi (sp?), Jim, Kevin, Ed
7. Culminating Courses: Conor, John, Amelia, ?