

**Integrative Core Committee Minutes**  
**Monday, December 03, 2018 2:00-3:15 p.m.**

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**John Carroll University Integrative Core Committee:**

**Voting Members**

Brent Brossmann, Director (CO)  
Chrystal Bruce, Natural Science (CH)  
Gloria Vaquera, Issues in Social Justice (SC)  
Andreas Sobisch, Engaging the Global Community (PO)  
Sheila E. McGinn, Theology & Religious Studies (TRS)  
Karen Gygli, Creative & Performing Arts (CO)  
Tom Pace, Writing & Written Expression (EN)  
Gwen Compton-Engle, Humanities (CMLC)  
Andy Welki, Quantitative Analysis (EC)  
(also BSOB representative)  
Rich Clark, Social Sciences (SC)  
Maria Marsilli, History (HS)

Tamba Nlandu, Philosophy (PL)  
John McBratney, Link Courses (EN)

**Ex Officio Members:**

Todd Bruce, Director of Assessment  
Margaret Farrar, CAS Dean  
Rodney Hessinger, CAS Associate Dean  
Graciela Lacueva, CAS Associate Dean  
Pam Mason, CAS Associate Dean  
Michelle Millet, Director, Grasselli Library  
Nevin Mayer, Coordinator of Instruction, Grasselli Library  
Michelle Reynard, Registrar  
Maryclaire Moroney, Asst. Provost for Academic Advising  
Catherine Sherman, Asst. Dean, Academic Advising  
Carlo DeMarchi, Asst. Dean, Academic Advising

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**Voting Members Present** T. Nlandu, G. Compton-Engle, J. McBratney, K. Gygli, B. Brossmann, S. McGinn T. Pace, M. Marsilli, A. Welki, R. Clark, G. Vaquera **Ex Officio Members Present:** C. DeMarchi, T. Bruce, C. Sherman, R. Hessinger, M. Reynard, M. Moroney

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**Documents distributed at the meeting:**

- A. Agenda
- B. Meeting Minutes from 11/19/2018
- C. Core Curriculum Linked Course Policy and Background

**1. Opening Business:**

- Minutes were reviewed from prior meeting; corrections made. Motion to accept minutes was made, seconded, and passed (11 approve votes; 0 abstention; 0 No's.).

**2. Update on CAPA**

A. B. Brossmann updated the committee on CAPA course meeting. Purpose of the meeting was to try and get instructors to keep teaching their CAPA courses. This is a work in progress. It was then brought up about getting all instructors who teach Core Designated classes to keep offering those courses so that there are enough core courses offered. Questions came up as to whether there was a way to create a spreadsheet with all core courses and list expiration dates; and include a column as to what semesters they would be taught. The Core Offering spreadsheet already list courses and expiration dates as well as another spreadsheet that lists by semester how many courses each department will offer. Discussion then turned toward what designations may be hurting, and it was felt that there may be a shortage in link classes. B. Brossmann will be looking for a way to entice instructors to maintain their core offerings, including Linked and team taught EGC. R. Hessinger mentioned that IT just completed a report out of Argos that breaks down the numbers of students who need or who have taken their core requirements and what is still needed.

**3. EGC Update:**

B. Brossmann updated the committee on a meeting that was held with M. Berg, M. Marsilli, about students who study abroad wanting EGC credit for that experience. There will be a second meeting in February to discuss this. Hoping that J. McBratney and A. Sobisch will be able to attend the meeting. B. Brossmann also feels that it is important for M. Hahn to be present at that meeting to give background as to what the history of the program and getting students EGC credit.

He reviewed with the committee that M. Hahn reviews papers that students turn in to get EGC Credit. Some faculty have stepped forward to say they will do so as an academic. The committee felt that these students need some kind of infrastructure and rubric before they leave so they know what is expected of them when they return and turn in their response papers for EGC credit. Questions then surfaced as to the instructors who do the teaching for JCU abroad apply for EGC Credit for their courses. This may be difficult to achieve as these instructors would need to join a Learning Community and they may not be a JCU employed instructor. B.Brossmann will update the committee on the progress of this initiative after the meeting in January.

**4. Brief Update on the Bulletin:**

Some members of this committee have provided B. Brossmann some info on to revise some of the language in the Bulletin for the Core. B. Brossmann thought by incorporating some of the information provided would a) reduce some wording on the core; b) the language on the “old core” would be removed; c) all approved courses would be listed. The edition of the bulletin will be online. B. Brossmann will keep the committee updated on the next revision of the bulletin.

**5. Linked Courses Update.** B.Brossmann and C. Sherman provided an update to the committee on the University’s policy past and present policy on students who either withdraw or fail a linked pair course. C. Sherman indicated that she consulted with the former Core Director on other schools benchmarking and that she looked at other schools to see what the benchmarks are and unfortunately few other universities that she can compare as they don’t offer linked courses. At most she can compare schools that have a co-requisite.

Discussion turned to what the original core’s policy was the student who did poorly in one class could drop that course, however they need to take another set of linked courses. Under the Additional Guidelines of 2017, it said that the student who dropped/failed a linked course, that they must retake the same courses or another set. The current bulletin states that the student who drops or fails a linked pair must retake another set of linked courses. What does this committee what this policy to be? And keeping in mind the course repeat policy what kinds of clarification need to be made? Questions were asked to how many students have withdrawn or failed a link course. IT ran a report and identified 236 instances of students who have failed/withdrawn from a linked course, this report also captured students who had a grade of C- or lower, including W. Discussion then turned toward what the new policy should be. The issue of Equity and finances was discussed as JCU shouldn’t be forcing students to pay for courses that they have already been taken if they only need to retake one of the pair of the link. The idea of auditing the passed course was discussed. Students would need to get both instructor’s permission to retake the linked pair, and that the student would still need to do the signature assignment. Some thought that by forcing the student to audit a course that the student has already passed that the student would be unmotivated in the class. Other ideas on policy for this would be for the student to take a new linked pair and the instructor at the beginning of the course would emphasize that in the event of a withdrawal or fail that the students would need to retake their linked requirement for the core.

B. Brossmann challenged the committee to argue both stances – audit option or new linked pair option. If it is the audit option would the student be able to replace both grades for both courses? Then the course repeat policy would have to be amended. M.Reynard brought up the option of allowing the student to retake the same linked pair, however the grades from this second attempt will be the final grades for each of the classes. Committee discussed this option and brought it to a vote:

Proposal	Vote
Policy on repeating a Linked Pair due to failure or withdrawal: A student may retake the same linked pair and the final grades from the second attempt would replace the prior grades of the same courses and would be final.	<b>YES – 11</b> <b>NO – 0</b> <b>AB – 0</b>

**6. Closing Note:**

This is the last meeting of the Fall semester. B. Brossmann may have to tweak the meeting schedule for Spring Semester due to some Speech and Debate Commitments. He will update he committee on this in future meetings. He B. Brossmann also thanked M. Marsilli for her service to the Core Committee as she is rolling off and J. Karolle-Berg will hopefully be taking her place.

T. Bruce also mentioned that the HLC may want to meet with the Core Committee during its visit in February. He will keep everyone updated as things progress.

Adjourned 3:00 pm.