

CCC Meeting Notes
August 29th, 2012 2:30–4:00pm
Filippi Conference Room

Present: Greg, Cynthia, Rebecca, Jen, Sharon, Ed. Notes by Jim.

The meeting concentrated on the process and procedures for designating courses for the 2013-14 Core.

1. Will/should we use Feedback Forms?

It was decided that we would use possibly updated versions of the Feedback Forms. They explain in somewhat more detail how the CCC and WG's interpret the language of the Learning Outcomes, providing guidance to proposers and evaluators both. They provide structure to the WG's conversations about a proposal, a basis for WG members to keep notes, and a framework for their eventual WG recommendation on the proposal. The forms should not be used as a formal communication method with proposers: WG Chairs should reach out to chairs directly via email. We expect the WG chairs will complete a form for each proposal, using this as the basis of their presentation to the CCC on the proposal.

The WG's will review and (if necessary) update the forms, paying attention to the language used to ensure it accurately reflects our interpretation of the Learning Outcomes. (The current versions are posted on the CCC webpage.) The WG Chairs will send WG's should review and update the FF's, sending the drafts to the CCC by 9/10 for discussion on 9/12.

“Feedback Form” does not capture our intention for these documents; a new name should be found.

2. Application Form.

The application form will be Word document that is completed by the proposer and sent to Jim. The draft form was discussed and updated. Jim will review the updated, and post it for further review.

3. Designation Procedures

Following the 2012-13 designations, the CCC/CCIC reviewed and modified our designation procedures. They were reviewed and slightly adjusted, and posted.

4. Question: What is the relation between the Christian Foundations and Theological Explorations course?

The language of the Theological Understanding goal makes it clear that a TE course is to build up a CF course. What does that mean in terms of pre-requisites? The CCC feels uncomfortable demanding that CF be a prerequisite for TE, thinking that this is beyond our authority — it would likely mean demanding that TE courses from

one department have a course (CF) from a different department as a pre-requisite in situations in which this wouldn't otherwise be the case.

In the spring we settled for the expectation that a TE-designated course would count for a student as a TE-course only if the student had already completed a CF-course. This seems very cumbersome and difficult to enforce. This middle ground feels non satisfactory. We should either ask that the language implying 'pre-requisite' be removed, or move to enforce it more seriously.

5. How will Writing in the Disciplines (WID) courses be handled?

These application will come first to the Habits of Mind Working Group. Jim will review the Procedures to ensure they are appropriate for this.

6. Should there be help or prep sessions for proposal writers?

Last year we held a drop-in session during the October break. Our sense is that there isn't the need for something so formal. Instead Jim will remind the community of the various WG chairs in his announcement email, indicating these folks will be happy to assist. In addition, the CCC might have drop-in tables on a couple days in the Faculty-Staff Dining Room.

7. Jim will ask all prospective course proposers to give a one-line email listing the courses they intend to propose.
8. The CCC will discuss WG procedures and language before the WG's begin their evaluations, so perhaps at the October 10th meeting.