**MCC Committee Meeting Minutes**

**Wednesday, March 20, 2019**

**Sensenbrenner 302**

Present: Monica Adya, Yoon Choi, Thomas Eddinger, Amanda Keeler, Conor Kelly, James Marten, Khadijah Makky, Michelle Schuh, Kevin Thomas, and Amelia Zurcher.

**Update**

* Jim talked to engineering and the College of Health Sciences regarding the MOI and WRIT Engineering is looking into offering a course for WRIT.
* The 2nd MOI workshop was done successfully.

***Disco Tier Syllabus Review***

The different revision teams discussed the syllabi and the status of the syllabi

Summary of items discussed in this meeting

* Communication with faculty about how the syllabus should be adjusted for the DSCO classes.
* Establishing an enforcement mechanism to revise the syllabi. The committee agreed that all DSCO courses must follow specific guideline in order to maintain the integrity of the discovery tier component of the MCC. One possibility is that the committee review syllabi every year.
* Discussion of better communication between the core and colleges/ departments.
* Set a subcommittee to construct the response to faculty and the example of a comprehensive syllabus, the suggested subject for the response email is “DSCO syllabus revision,” the committee agreed that the chair for the department must be copied on the email as well as the core email, [corecurriculumcommittee@marquette.edu](mailto:corecurriculumcommittee@marquette.edu).
* The committee agreed that there should be a deposit file to save exemplary syllabi. The syllabi that were scored 5 should be sent to Jim.
* The committee discussed the possibility of creating a guideline packet for the faculty for future syllabi.
* The committee will use April meeting to brainstorm a communication process between the core and the university
* During the April meeting a subcommittee, Monica, Amanda, Conor, and Yoon will have a template of a syllabus.

Criteria for ESSV2 “experience.”

* In progress, creating an online reflection/questionnaire for different courses that may be counted as ESSV2.
* In progress, finalizing a Process for approving ESSV2 courses
* In progress, identifying standards for what experience may be accepted as ESSV2. This step is to allow experience such as internship, clinical, engage study abroad to be considered as ESSV2 courses. The guideline will be completed during summer 2019.
* The summer will also be the time to establish ESSV2 logistics and how it will be implemented.

Some of the items to consider when establishing the guideline:

* What kind of experience to have. Some of the terms that may describe the experience, Impressive, substantial, reflective, transformative practical experience
* Length of time, the term?
* Course base or non-course base ESSV2 must be distinguished. The non-course experience such as Internship, Study abroad, Community work, Service Trips.
* Standards for the reflection assignment.

***Future work***

MCC Assessment plan