

AGENDA CCOC November 13, 2020

Progress to Date and Discussion of Issues Observed

Attendees: Amanda Allen, Jeremy Bailin, W. Ross Bryan, Ginger Bishop, Allison Curington, Catherine Del Carmen, Sterling Dozier, Katie Lupica-Ewsuk, Kari Frederickson, Sara Hartley, Robert Henson, Sundar Krishnan, Lorraine Madway, Joyce Meyer, Morgan Milstead, Alessandra Montalbano, Mercy Mumba, Jef Naidoo, Ariane Prohaska, Kenneth Ricks, Lawrence Roberts, Jonathan Shemwell, Steve Tedeschi, Keith Williams, Derek Williamson (chair), Tanja Jones, Mary Ellen Hanna, Daniel Strickland

Members not in attendance: Josh Little, Nicole Swoszowski, Robert Hayes

1. Welcome

- a. Dr. Derek Williamson welcomed and thanked all participants for their attendance.

2. Approval of last meeting minutes

- a. The October 9, 2020 minutes were approved with a motion by Kari Frederickson and a second by, Lawrence Roberts.
- b. Motion was approved by acclamation with no abstentions.

3. Current Progress on Courses

- a. New Courses originally scheduled are 138.
- b. New Courses coming in for the February deadline are around 12.
- c. New Courses waiting for Department to Submit are 55.
- d. New Courses totally through the process are 30.
- e. Courses waiting for Sub-Committee Review are 38 – 55.
- f. Courses waiting for Sub Chair are 9.
- g. Courses waiting for vote are 12 – 15.
- h. One course is waiting for Chair.

4. W reviews...meaning of “prose” and “paper”

- a. Interpretation of the template – Dr. Steve Tedeschi began discussing a couple of classes strain the rules of the template, after a lengthy discussion between all members including skills needing to be extended on a couple written assignments and further discussion concerning sentences 6 - 7 and sentences 3-5. Concerns about an outline meeting requirement, not the abstract. No action was taken at this meeting.

5. Other observations/concerns during reviews

- a. Lawrence, Kenny and Keith began discussions concerning coordinating labs and lectures. The lab syllabi should include the lecture syllabi and the lecture syllabi should include the lab. After discussing this matter, no action was taken.

6. With no further Business this meeting was adjourned.

UA CORE CURRICULUM WRITING TEMPLATE

Writing (W): Courses being considered for the Writing (W) designation should be 300- or 400-level courses, build on student competency in academic writing skills, and aim to extend those skills, as appropriate, through the instruction of normal writing standards for their major discipline of study.

1. Is this a renewal of an existing core-designated course?
2. Course is taught and graded by instructors who have at least a Masters degree.
3. Instructor is willing and able to teach writing skills as needed to assist students in meeting the writing requirements of the course.
4. Multiple sections of the course taught by various instructors will include description of the kind and amount of writing that is both specific and consistent.
5. All sections of the course are less than or equal to 35 students. Any proposals that cannot adhere to the 35-person cap must provide justification to be approved by CCOC.
6. Course description include the following statements, verbatim: "Writing proficiency is required for a passing grade in this course. A student who does not write with the skill normally required of an upper-division student will not earn a passing grade, no matter how well the student performs in other areas of the course."
7. Course syllabus indicates that written assignments require coherent, logical, and carefully edited prose. These assignments should require students to demonstrate higher-level critical thinking skills, such as analysis and synthesis.
8. Course syllabus states that at least two written, individual assignments are required.
9. Course syllabus indicates that one of the written assignments will be graded and returned by mid-term.
10. Course syllabus must state that rubrics are available for each assignment.