

Undergraduate Curriculum Review Committee  
Meeting Minutes  
October 10, 2014

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|---|---|
| ✓ Bev Schieltz, COSM<br>Maher Amer, CECS      | ✓ Mark Cubberley, LAKE<br>✓ Berkwood Farmer, RSCOB                |
| ✓ Anna Lyon, CEHS<br>Stephanie Triplett, CONH | ✓ Joe Law, WAC/Provost Rep (NV)<br>Susan Carrafiello, Honors (NV) |
| ✓ Sarah McGinley, COLA                        | ✓ Gavin Doll, Student Gov. (NV)                                   |

- I. Bev Schieltz called the meeting to order at 1:00pm.
- II. The committee reviewed its charge as defined in the Faculty Constitution
- III. Bev Schieltz discussed the process for reviewing attribute courses
  - a. 51 syllabi have been uploaded to the committee's Pilot page
  - b. All courses are Core and Multicultural, and all but three are Intensive Writing (ATH 2500, CS 1000, ED 2100 are NOT IW)
  - c. Each syllabus will be reviewed by 2 persons, and each person will review 10-11 syllabi
  - d. Findings are entered into an online Qualtrics form located at:  
[https://jfe.qualtrics.com/form/SV\\_0HEF44hFlkvGIzX](https://jfe.qualtrics.com/form/SV_0HEF44hFlkvGIzX)
- IV. Core Learning Outcomes
  - Area 3: Global Traditions
    - a. Critically describe some of the political, social or economic systems; historical, cultural or spiritual traditions; and/or technological innovations around the world
    - b. Demonstrate an awareness of the diversity of people or traditions in our world in ways that promote effective engagement, both locally and globally
    - c. Use political, social, economic, historical, cultural, spiritual or technological knowledge to evaluate contemporary issues
  - Area 4: Arts/Humanities
    - a. Critically analyze significant creative, literary, philosophical or religious works
    - b. Understand and discuss the complex blend of imaginative vision, socio-cultural context, ethical values and aesthetic judgment in creative, philosophical or religious works
    - c. Recognize, evaluate and respond to creative, philosophical or religious works
    - d. Develop appropriate and ethical applications of knowledge in the humanities or arts

#### Area 5: Social Science

- a. Critically apply knowledge of social science theory and methods of inquiry to personal decisions, current issues or global concerns
- b. Explain and critique the methods of inquiry of social science disciplines
- c. Demonstrate an understanding of the ethical issues involved in the acquisition or application of social science knowledge
- d. Demonstrate, from a social science perspective, an understanding of the responsibilities of an informed and engaged citizen to the success of democratic society

#### V. Requirements for Integrated Writing courses

- Require a significant amount of writing. Over the course of the semester students should be expected to write informal texts, drafts and graded drafts totaling approximately 5000 words in IW in the MAJOR and 2000 words in IW Core courses
- Count writing toward the course grade so that students cannot pass the course without completing the writing assignments
- Provide response to the students' writing and opportunities to use that response to improve their writing
- Clearly articulate criteria for evaluating writing and provide those criteria to students
- Indicate how larger classes will provide timely, meaningful responses to student writing
- List the IW learning outcomes on the syllabus – Students will be expected to produce writing that:
  - a. Demonstrates their understanding of course content
  - b. Is appropriate for the audience and purpose of a particular writing task
  - c. Demonstrates the degree of mastery of disciplinary writing conventions
  - d. Show competency in standard edited American English

#### VI. The committee reviewed 3 syllabi as a group to learn the process and test the Qualtrics form.

#### VII. Bev Schieltz adjourned the meeting at 2:15pm. The next meeting will be November 14<sup>th</sup> at 1:00pm in 138 Fawcett. Qualtrics submissions for all syllabi are due by November 7<sup>th</sup>.