

YOU'LL NEED:

2/7/90 memorandum from Chair Barrena to all Full-time Faculty on the subject of G.E. PROGRAM--PART II. The memorandum provides the text of all Fall '89 Senate actions to which the actions below respond.

1989-90
ACADEMIC SENATE
California State University, Sacramento

AGENDA

Thursday, April 26, 1990
2:30 - 4:30 p.m.
Forest Suite, University Union

INFORMATION

1. Academic Senate Meetings, Thursdays, 2:30-4:30 p.m.:
 - May 3, Forest Suite, University Union
2:30-4:00 (G.E.)
4:00-4:30 (1990-91 Nominations)
 - May 10, Forest Suite, University Union (Regular)
 - May 17, Forest Suite, University Union
2:30-4:00 (Unfinished Business)
4:00-4:30 (1990-91 Elections)
 - May 24, Forest Suite, University Union ?
2. Writing in the Disciplines presentation--English Department

REGULAR AGENDA

Old Business

See Submittal
AS 90-49A/Ex., Flr.

G.E.--CONTENT REVISION, LOWER DIVISION
WRITING REQUIREMENTS [responds to AS 89-
90]

The Academic Senate recommends the following revision of the General Education program structure and course criteria:

Writing Component in lower division G.E. courses:

1. All lower division courses listed in the G.E. Program shall include several informal and/or formal writing assignments spread over the entire semester. Writing assignments should be designed to encourage students to use writing to think through the concept of the course. Lower division writing assignments instituted to satisfy these G.E. requirements need not be graded, but satisfactory completion of them shall be required for a satisfactory course grade (i.e., "C minus (C-)" in a graded course or "pass" in a "pass/fail" course).

2. The nature of course writing assignments and their relation to the general course goals shall be indicated in the course syllabus submitted to the G.E. area committee.
3. For all courses listed in G.E., an early assignment shall be used to assess whether any students in the course need to be advised concerning appropriate available tutoring or ancillary courses for students with writing difficulties.

See Submittals
AS 90-49B/Ex., Flr. G.E.--CONTENT REVISION, UPPER DIVISION WRITING REQUIREMENTS [responds to AS 89-90]

Writing Component in upper division G.E. courses:

1. Upper division G.E. courses shall include a minimum of 1500 words of formal, graded, out of class writing assignments (approximately seven typewritten double-spaced pages) that will account for at least 25% of the evaluation for the final grade for the course. Preferably there should be more than one writing assignment. At the upper division level, the writing itself as well as the mastery of content should be assessed. Each formal writing assignment should be due in stages throughout the semester to allow the writer to revise after feedback from the instructor and from peers. Informal writing assignments should be included to move the student forward toward completion of the formal writing assignments. Satisfactory completion of formal and informal writing assignments shall be required for a satisfactory course grade (i.e., "C-" in a graded course or "pass" in a "pass/fail" course).
2. The nature of course writing assignments and their relation to the general course goals shall be indicated in the course syllabus submitted to the G.E. area committee.
3. For all courses listed in G.E., an early assignment shall be used to assess whether any students in the course need to be advised concerning appropriate available tutoring or ancillary courses for students with writing difficulties.
4. All upper division G.E. courses are to require prior completion of Area A coursework.

AS 90-50/Ex. G.E.--ADDITIONAL COMPOSITION COURSE [responds to AS 89-80]

The Academic Senate recommends adoption of a second semester composition course as a University graduation requirement, effective Fall 1992, subject to agreement upon a funding plan that insures sufficient resources to support the requirement

that distributes the cost of implementation of the requirement equally to all schools and departments of the University. All students, including G.E. certified transfer students, shall be held to this requirement. Completion of the a second semester composition course with a C- grade or better or earning the course credit equivalent through the English Equivalency Exam* shall be prerequisite for upper division G.E. courses and the Writing Proficiency Examination. Although the requirement is not a G.E. Program requirement, the Academic Senate recommends that, for advising convenience, the requirement be identified, with an appropriate footnote, under Area A of the G.E. Program description in the Schedule of Classes.

Specifically, the Academic Senate recommends that the second semester composition course be a lower division course which focuses on composition writing and on reading.

Generally, the course shall continue instruction and practice in the kinds of writing tasks introduced in English 1A and shall include readings in and writings based on multicultural literature. Course grades shall be assigned primarily on the student's demonstrated writing ability. The curriculum of the course shall emphasize the following:

- a review of composition principles
- continued work on the thesis, organization, development
- continued work on revision
- close reading of texts
- summarizing texts in writing
- reviewing texts in writing
- evaluating texts in writing
- integrating texts of others into students' own prose
- constructing an argument, marshalling evidence, persuading
- research techniques
- writing longer papers than are required in 1A
- refining style
- writing precisely and concisely
- improving use of language

At CSUS, this requirement shall be met by a course developed by the English Department. The English Department shall submit

*Systemwide policy mandates the use of this exam to give students who score above a certain point six units of college credit for English 1A and 1B. CSU Sacramento now awards these students credit for English 1A and three additional elective units of course credit.

its course proposal and other documents normally required in the G.E. course approval process to the G.E. Committee for G.E. Committee review and approval.

AS 90-51/Ex. UNIVERSITY WRITING COMMITTEE [responds to
AS 89-90]

The Academic Senate recommends establishing a University Writing Committee with the following charge and membership:

1. Charge

A University Writing Committee shall be established which shall have responsibility for recommending to the G.E. Committee, or other committee, as appropriate, concerning changes in requirements and policies regarding writing requirements. Initial tasks shall include:

- a. Assisting in the initial G.E. course approval and review processes by examining and recommending criteria and procedures for insuring course compliance with the G.E. writing component requirements.
- b. Evaluation of the Advanced Study requirement in relation to other writing requirements and consideration of the English Department's recommendation to satisfy the Advanced Study requirement in the major.
- c. Evaluation, in consultation with the Composition Committee of the English Department, of the junior level writing proficiency requirement (WPE) in relation to the writing requirement.

2. Membership:

English Department's Composition Coordinator, who shall serve as chair

ESL Coordinator

Five faculty members appointed by the Academic Senate for staggered three-year terms, as follows:

Two additional English Department faculty, nominated by the Composition Committee

Three at-large faculty with no more than one from any school

G.E. Administrator (non-voting)

Proposed Substitute Motions
Senate Meeting of April 26, 1990

AS 90-49A/Ex., ~~ELF.~~

G.E.--CONTENT REVISION, LOWER DIVISION
WRITING REQUIREMENTS [responds to AS 89-
90]

| ← The Academic Senate recommends the following revision of the
General Education program structure and course criteria:

| ← Writing Component in lower division G.E. courses:

1. All lower division courses listed in the G.E. Program shall include writing which encourages students to think through concepts of the course. This may be accomplished in a variety of ways, including use of laboratory reports, essay examinations, formal writing assignments, and/or informal writing assignments. Writing in lower division courses need not be graded, but must, at a minimum, be evaluated for clarity and proper handling of terms, phrases, and concepts related to the course.
2. Whenever possible, an early writing sample should be obtained to assess whether any students in the course should be advised concerning appropriate available tutoring or ancillary courses for students with writing difficulties.
3. The course syllabus submitted to the G.E. area committee for initial G.E. listing of the course and periodic course review shall indicate how the writing objectives for lower division G.E. courses are met by the course.

AS 90-49B/Ex., Flr. G.E.--CONTENT REVISION, UPPER DIVISION
WRITING REQUIREMENTS [responds to AS 89-90]

The Academic Senate recommends the following revision of the General Education program structure and course criteria:

Writing Component in upper division G.E. courses:

1. Upper division G.E. courses shall include a minimum of 1500 words of formal, graded, out of class writing assignments (approximately seven typewritten double-spaced pages). The writing in these assignments, as well as mastery of content, shall be evaluated and shall enter into the determination of the grade for the assignment and the final grade in the course. Criteria for evaluation of the writing shall, at a minimum, include: clarity of focus, organization and sentence structure; adequacy of idea development; and pertinence of the response to the specific assignment. Preferably there should be more than one formal writing assignment and each writing assignment should be due in stages throughout the semester to allow the writer to revise after receiving feedback from the instructor. In addition, informal writing assignments ideally should be included to move the student forward toward completion of the formal writing assignments.
2. Whenever possible, an early writing sample should be obtained to assess whether any students in the course should be advised concerning appropriate available tutoring or ancillary courses for students with writing difficulties.
3. The course syllabus submitted to the G.E. area committee for initial G.E. listing of the course and periodic course review shall indicate how the upper division writing objectives are met.
4. All upper division G.E. courses are to require prior completion of Area A coursework.