

CAS Faculty Senate Meeting Agenda

Monday, March 19, 2018

104 Gore Hall

4:00 PM

1. Call the Meeting to Order (S. Kaufman)
2. Approval of the Agenda
3. Review of minutes of February CAS Senate meeting (posted on CAS web site)
4. Remarks from Senate President (S. Kaufman)
5. Remarks from Dean (G. Watson)
6. Committee Reports
 - A. Educational Affairs Committee (A. Barrier)
 - Proposed resolution amending guidelines for Second Writing Requirement courses
 - B. COCAN (J. Morgan)
7. Presentation on benefits of small class sizes in teaching writing (C. Cucciarre)
8. Preliminary discussion: proposal for change in term limits for members of Promotion and Tenure Committee (S. Kaufman)
9. Preliminary discussion: proposal for social gathering for all CAS Senators and Senate committee members (S. Kaufman)
10. Unfinished Business
11. New Business: None
12. Introduction of New Business
13. Adjournment

Guidelines for courses meeting the CAS Second Writing Requirement

Amendment underlined in bold italics

Second Writing Requirement

The intention of the second writing requirement is:

1. to provide students with a significant expository writing experience in English prose; and
2. to provide students the opportunity to practice and improve written communication skills that will be applicable to their academic and professional goals.

The members of the Arts and Science Educational Affairs Committee agree that the most effective way to produce improvement in writing skills is to provide students with expert guidance in conceptualizing and organizing their assignments, thorough feedback on their written work, and opportunities to apply that feedback to subsequent assignments. The committee recognizes that these goals may be achieved through a variety of writing experiences, and it encourages all departments in the college to offer second writing courses that require writing in formats appropriate to their disciplines. The committee offers the following criteria for the approval of second writing courses:

1. **Format:** Second writing courses must require *one two* or more assignments, written in English, that total at least 3,000 words. The instructor must provide thorough written or oral critiques of the required papers. Students must then apply the critiques to one or more subsequent assignments, which will be evaluated by the instructor. For example, students may be required to revise and resubmit their critiqued paper(s), or they may be asked to write a series of papers that build on the technical and rhetorical skills emphasized in the critiques.
2. **Class Size:** Whereas the second writing courses demand significant interaction between faculty and students, enrollment in a second writing section must not exceed 30 students.
3. **Grading:** To fulfill this requirement, students must earn a minimum grade of "C-" and cannot be given a communication condition.

A second writing course involving significant expository writing experience including two papers with a combined minimum of 3,000 words to be submitted for extended faculty

critique of both composition and content. This critique must be applied to a revision of the original essay or to subsequent essays within the course. This course must be taken after completion of 60 credit hours. Appropriate writing courses are designated in the semester's course offerings. Only the specific sections designated within each academic term will satisfy the **second writing requirement**. Please check the UDSIS registration system to ascertain whether a particular course section will be offered as a second writing course. These credits may also fulfill some of the breadth requirements.