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CAP COMMITTEE

Monday, January 12, 2015 | 1:00 p.m.-3:00 p.m.; Kennedy Union 310

Present: Riad Alakkad (*ex officio*), Jennifer Creech, Lee Dixon, Jim Dunne, Fred Jenkins (*ex officio*), Sawyer Hunley, Katie Kinnucan-Welsch (*ex officio*), Terence Lau (*ex officio*), Joe Mashburn, Don Pair, Juan Santamarina, Elias Toubia, John White

Guests: Ann Biswas, Phyllis Bergiel, Sheila Hassell Hughes, Xiaoli Li, John McCombe, Andy Slade, Laura Voracheck

I. Course Reviews

1) ENG 280: Introduction to Creative Writing

A. Course Proposal Information:

1. Proposer: Sheila Hassell Hughes was present for the committee's discussion, as well as department chair Andy Slade. Co-proposers Albino Carrillo and Joe Pici could not attend.
2. Component: Arts
3. Student Learning Outcomes: Scholarship (expanded), Diversity (expanded), Critical Evaluation of Our Times (expanded)

B. Discussion:

1. A general comment was made that having the Course Inventory Management (CIM) system makes it easier to track proposals and share with new faculty how a course is to be taught – resulting in greater continuity. There is some flexibility with topics for ENG 280, particularly when multiple sections are offered, and there are sample outlines. It is up to the department's oversight and faculty development to ensure that the course objectives and learning outcomes are always covered.
2. The department anticipates offering the course once or twice per year. Nine students took the class the first time it was offered. The department will monitor how the CAP designation impacts registration numbers.
3. The description how the course will satisfy the Arts component is well stated.
4. The committee discussed the following revision for the proposal:
 - a. A sentence will be added under the section explaining how the course will provide a foundation for, build upon, complement, and/or enrich other courses and experiences in CAP that ENG 280 builds upon the ENG 100/200 sequence.

C. Committee's Actions:

1. Motion: A motion was made and seconded to approve the course proposal pending the minor revision noted above. There was no further discussion.
2. Vote: 8-0-0 (in favor-against-abstention). Assistant Provost Sawyer Hunley will make the revision in CIM on the proposers' behalf.

2) ENG 333: Images of Women in Literature

A. Course Proposal Information:

1. Proposer: Laura Vorachek was present for the committee's discussion, as well as department chair Andy Slade.
2. Component: Diversity and Social Justice
3. Student Learning Outcomes: Diversity (expanded), Critical Evaluation of Our Times (expanded)

B. Discussion:

1. ENG 333 is an existing course that was revised for CAP. It was previously included in thematic clusters. It's a popular course that has broad enrollment, though many English and Women's and Gender Studies majors take it.
2. ENG 200H is a pre-requisite so that students have at least one semester of writing instruction before taking this course.

3. The proposer was asked if Advanced Historical Studies was considered as a component for this course. It wasn't because the course is taught by several faculty, and some take more contemporary approaches. As currently outlined, it might be a challenge to align the proposal with the Advanced Historical Studies guidelines.
- C. Committee's Actions:
1. Motion: A motion was made and seconded to approve the course proposal as written. There was no further discussion.
 2. Vote: 8-0-0 (in favor-against-abstention).

3) ENG 336: Gender and Fiction

- A. Course Proposal Information:
1. Proposers: Sheila Hassell Hughes was present for the committee's discussion, as well as department chair Andy Slade.
 2. Components: Crossing Boundaries-Inquiry, Diversity and Social Justice
 3. Student Learning Outcomes: Scholarship (expanded), Diversity (advanced), Critical Evaluation of Our Times (expanded)
- B. Discussion:
1. This course is predominantly taken by non-majors.
- C. Course objective #5 addresses the key aspect of Inquiry courses – a “reflective and comparative component in which a student examines methods in his or her major field with those in the field of the Inquiry course.”
- D. Committee's Actions:
1. Motion: A motion was made and seconded to approve the course proposal as written. There was no further discussion.
 2. Vote: 8-0-0 (in favor-against-abstention).

4) ENG 302: Survey of Later British Literature

- A. Course Proposal Information:
1. Proposer: John McCombe was present for the committee's discussion, as well as department chair Andy Slade.
 2. Component: Arts
 3. Student Learning Outcomes: Scholarship (expanded), Diversity (expanded), Critical Evaluation of Our Times (expanded)
- B. Discussion:
1. ENG 333 is an existing course that was revised for CAP.
 2. The committee thought that the “Criteria for Evaluation” section was well developed and well articulated.
 3. Referencing major outcomes (MOs) in the course objectives section is helpful to demonstrate how the major and CAP are mapped onto each other.
- C. Committee's Actions:
1. Motion: A motion was made and seconded to approve the course proposal as written. There was no further discussion.
 2. Vote: 8-0-0 (for-against-abstention).

5) ENG 331: Studies in Film

- A. Course Proposal Information:
1. Proposer: John McCombe was present for the committee's discussion, as well as department chair Andy Slade.
 2. Component: Arts
 3. Student Learning Outcomes: Scholarship (expanded), Critical Evaluation of Our Times (expanded)

- B. Discussion:
 1. The committee asked about a mechanism for monitoring that this course can be taken multiple times for additional credit. Typically 2-3 sections are taught a year and the topics are rotated pretty regularly. The same topic would be offered by the same instructor. Effective advising and instructor review of the class roster will help prevent a student from taking the course twice under the same topic.
- C. Committee's Actions:
 1. Motion: A motion was made and seconded to approve the course proposal as written. There was no further discussion.
 2. Vote: 9-0-0 (for-against-abstention). (Note: A committee member arrived after the vote on the previous proposal.)

6) ENG 373: Writing in the Health Professions

- A. Course Proposal Information:
 1. Proposer and Department Chair: Andy Slade was present for the committee's discussion, as well co-proposer Ann Biswas.
 2. Component: Crossing Boundaries-Inquiry
 3. Student Learning Outcomes: Scholarship (expanded), Practical Wisdom (expanded), Vocation (expanded)
- B. Discussion:
 1. The committee discussed the following changes to the proposal, primarily to expand the reflective and comparative aspect of the Inquiry component:
 - a. Revise course objective #6 as follows: "Reflect in writing on how the key methods of inquiry ~~in a healthcare discipline~~ **the student's major** contrast with and complement methods of inquiry in English studies." The revision was suggested because majors outside healthcare disciplines could take the course.
 - b. Under Course Topics or Outline, Units 2 and 4 will be revised to be more explicit about the reflective and comparative aspect.
- C. Committee's Actions:
 1. Motion: A motion was made and seconded to approve the course proposal pending the minor revisions noted above. There was no further discussion.
 2. Vote: 9-0-0 (in favor-against-abstention). The proposal will be rolled back in CIM. Once it has been revised, the Assistant Provost will review and approve it on behalf of the committee. Follow up: The revised proposal was approved on 2/3/2015.

7) ENG 375: Writing for the Web

- A. Course Proposal Information:
 1. Proposer and Department Chair: Andy Slade was present for the committee's discussion, as well as co-proposer Xiaoli Li.
 2. Component: Crossing Boundaries-Inquiry
 3. Student Learning Outcomes: Scholarship (expanded), Practical Wisdom (expanded)
- B. Discussion:
 1. ENG 375 is an existing course that was revised for CAP.
 2. The committee discussed the need for changes similar to those for ENG 373 to expand the reflective and comparative aspect of the Inquiry component. The following changes will be made in ENG 375:
 - a. Revise course objective #3 as follows: "Describe and reflect upon their processes of writing, producing and editing web content **from their major discipline.**"
 - b. Delete course objective #4: "Demonstrate proficiency with using professional web publishing software."

- c. Revise course objective #5 as follows: “Articulate relationships among reading, writing, and technology, especially as they pertain to the web **and their own major discipline.**”
 - d. Under Course Topics or Outline, Unit 3 will be revised to be more explicit about the reflective and comparative aspect.
- C. Committee’s Actions:
- 1. Motion: A motion was made and seconded to approve the course proposal pending the minor revisions noted above. There was no further discussion.
 - 3. Vote: 9-0-0 (in favor-against-abstention). The proposal will be rolled back in CIM. Once it has been revised, the Assistant Provost will review and approve it on behalf of the committee.
Follow up: The revised proposal was approved on 2/3/2015.

II. Announcements

- A. Next week’s meeting (January 26) will include ten course reviews from the following departments/ programs: Geology, History, Music, Philosophy, and Women’s and Gender Studies.
- B. The committee’s meetings this semester will be extended to two hours if there are more than five course reviews on the agenda.

The meeting adjourned at 2:40 p.m.
Respectfully submitted by Judy Owen