

**COVER SHEET TO BE ATTACHED TO ALL REPORTS SUBMITTED TO THE ACADEMIC SENATE**

Date 10/25/2010 Report Number (For Senate Use Only) \_\_\_\_\_

Name of Committee Submitting Report General Education

Committee Status: (elected chartered, appointed chartered, ad hoc, etc.)

elected/appointed chartered

Names of Committee Members \_\_\_\_\_

Tod Porter, Michael Crist, Nicole Mullins, Felicia Armstrong, Kevin Ball, Brian Bonhomme, Robert Beebe, Matt O'Mansky, Phil Munro, Rebecca Curnalia, Brionna Benson, Sarah Lowry

Please write a brief summary of the report the Committee is submitting to the Senate:

The General Education Committee is proposing a system for assessing student writing. We are presenting the policy to allow for comment and intend to submit the policy for Senate approval at the December meeting.

Do you anticipate making a formal motion relative to the report? At the December meeting

If so, state the motion: See attached

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

If substantive changes in your committee recommendation are made from the floor, would the committee prefer that the matter be sent back to committee for further consideration? \_\_\_\_\_

Other relevant data: \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_  
Chair

One of the primary goals of the General Education program is to ensure that students write effectively. To assess whether this goal is being achieved students will be required to upload four writing samples to the Repository of Assessment Documents. The first document will be from an assignment given in the second English composition course (ENGL 1551). The assignment will be selected by the Composition Program Director. The other three documents will be samples of writing related to the student's major.

Academic departments are responsible for giving their students assignments to develop their writing skills and become proficient in the types of writing specific to their discipline. To document this, starting in the 2011-12 academic year departments will require their majors to upload writing samples. Beginning in the Spring semester of 2013 departments will be responsible for verifying that all students have uploaded at least three samples of their writing from courses in their major prior to graduation.

For each of their majors, departments will identify assignments that students will upload. All of the writing samples must have been written to complete a graded assignment for a course; no more than two of the three assignments can come from a single course. The writing samples should be between 1,200 and 4,000 words and should demonstrate the use of critical thinking within the major. It is recommended that one of the documents be related to a capstone or senior-level project. Any guidelines or assignment prompts related to the writing sample should be provided in an electronic format to the students so they can copy and paste those directions into the document being submitted.