

# ASCRC Meeting Minutes 11/13/18

2:00 GBB 225

## ***Call to order***

Members Present: H. Arens, E. Brown, B. Carpenter, D. Coffin, M. Corkish, G. Cobbs, M. Hendrix, J. Iverson, S. LeBihan, D. Parsons, K. Sugden, N. Vonessen

Ex-Officio Present: S. LeBihan V. Hopkins, T. Morgan

Members Excused: A. Belcher, B. French, E. Gagliardi, N. Greymorning, J. Hickman, B. Holzworth, V. Hopkins, N. Lindsay, T. Morgan

Guest: E. Baucum

- The minutes from 10/30/18 were edited and approved.

## ***Communication***

- Chair of the Writing Committee Erin Baucom was welcomed to the meeting and members introduced themselves.
- Chair Hendrix provided an update from the Faculty Senate meeting.

## ***Business Items***

- The following writing courses were approved. Follow-up is pending on one LING 375.

BIOB 210	Communication of Biology
IRSH 381	Contemporary Irish Women's Writing
IRSH 382(391)	Rockin' Rebels: Popular Irish Music from Traditional to Punk

- The Retitle of policy 202.50.5 to Intermediate Writing Exemption Appeal Guideline was approved.
- New policy 202.50.6 Advanced Writing Substitution Guidelines was discussed edited and approved (appended below).

Over the summer the Registrar removed the catalog language referring to the Math Department's Advanced Writing Requirement. The requirement was "Take one of M 429 or M 499, or any other approved advanced college writing course." This is problematic if the UM Core Pilot is approved without including an advanced writing requirement. If so, math majors participating in the UM Core Pilot would be able to graduate without satisfying an advanced college writing requirement. The Writing Committee will need to look into this situation. The Advanced Writing Requirement is intended to be discipline specific and satisfy major requirements.

- ASCRC briefly discussed the draft Flow Chart. It will be helpful for advisors and students.
- Professor Coffin is concerned that approximately 20% of students taking WRIT 101 receive a D, W, or F. We need to understand the reasons for these failing grades. The Committee should investigate this with the Director of Composition. Students are reluctant to take WRIT 095 and additional resources are needed to scale-up the WRIT 101 plus corequisite course. There is also a corequisite remedial math course. These have been offered as a pilot for the last year or so.

The discussion migrated to Early Alert and Starfish. More faculty need to use the technology tools. Some students are confused by the messages. They appear to be computer generated. Students should be contacted by their advisor when they are not attending class. Peer to peer communication may be helpful for new students. This may be complicated to implement given FERPA restrictions.

Students do not understand the financial aid consequences of Withdrawing. It is included in the Terms of Service, but not many people read this. A general Financial Aid fact sheet should be given to students when they apply for aid. The workgroup is suggesting a postcard.

- The following curriculum items were approved. The Professional Education Board should have been notified about the changes to the Art Program. Curriculum and Instruction may need to submit some program modifications this spring to adapt to the changes. Theatre intends to transition all of their advising tracks to options, so would like the proposal for the Musical Theatre Performance option to be considered as is, knowing additional proposals will be coming during the next review cycle.

Linguistics		
<a href="#">LING 472 U</a>	Syntax	Change title

Pharmacy Practice		
<a href="#">AHHS 418 UG</a>	Geriatric Health Care	Change description, number
<a href="#">AHHS 470 U</a>	FMMC	New course

Theatre & Dance		
<a href="#">Level II</a>	Theatre BFA	Musical Theatre Performance option

The Biomedical Subcommittee still needs to review the SLHS courses. The Social Science Subcommittee is contacting the College of Humanities and Sciences about the Geography Program Move.

- The Provost’s Office asked that ASCRC review the proposed moratorium for the Global Humanities and Religion program. The faculty members will no longer be terminated. The subcommittee would be happy to review a revised proposal. Currently it still has termination language and does not include the details of the faculty member’s reassignments or how the students will be taught out.
- The Retention and Withdrawal Workgroup is in the process of setting up a webpage. The next step will be to develop a workflow in Cyberbear. It is also thinking about printing Postcards for distribution at orientation. However, this may need to be reconsidered given that orientation is intended to be a positive event, and the postcard is information about the punitive consequence of withdrawal. The hope is that students will go to an Exit Interview.
- The Advanced Options Workgroup managed to get the Admissions Website updated with a new title and links. Camie asked that these be shared with the Committee.
- Professor Iverson is advising a student that transferred from a major with a language exemption. Introductory language courses are not offered spring semester. Since he had to leave, this is a topic for another meeting.
- The committee will not meet next week.

### ***Adjournment***

- The meeting adjourned at 3:42.

### **Procedure                      Advanced Writing Course Substitution Guidelines**

Procedure Number: 202.50.6  
 Date Adopted: 12/6/18  
 Last Revision: 12/6/18  
 References: 202.50 Writing Course Guidelines

Approved by:                      ASCRC Writing Committee

### ***Advanced College Writing Requirement***

The Advanced College Writing Requirement is specified by the major and is typically discipline specific, so students requesting substitutions to the requirement must contact their major department chair or advisor. The option to request a substitution is made available so students

will know in advance of taking a course that it will satisfy the requirement and will eliminate the need to file a Graduation Appeal.

The department may request the Writing Committee to review proposed equivalencies to the Advanced College Writing requirement. The Department is responsible for verifying the major content and discipline specific writing. The request should include a memo from the Department documenting the need for the substitution, the Department's recommended remedy and justification. The Department should submit an Advanced Writing Course Form, or equivalent that addresses the learning outcomes and criteria for Advanced College Writing in [Policy 202.50](#).

### ***Review Procedure***

Petitions are reviewed by the Writing Committee. Notice of the decision is sent to the department Chair / advisor and the Registrar's Office. The Registrar will enter the override in DegreeWorks, so Degree Audit will show the student has satisfied the requirement.