

**MINUTES OF THE CONTINUATION MEETING OF THE ACADEMIC SENATE OF
QUEENS COLLEGE**
Kiely Hall - room 170

May 16, 1996

1. The Holder of the Chair, David Speidel, called the meeting to order at 3:55 p.m.
2. Old Business:

MOTION: Duly made (Lord), amended, and passed:

"To adopt the recommendation of the Undergraduate Curriculum Committee to change the English Composition Requirement, as amended:

"The basic sequence of writing courses, required of all students graduating from Queens College, is English 110 and three additional courses which have been designated as 'writing intensive'. Students should consult the course offerings catalog each semester for a list of courses which have this designation. English 120 carries two writing units, and may be recommended by the instructor of English 110 for those students who would benefit from a more formal writing experience. Students who are waived from English 120 will need to complete one writing intensive course. Courses taken to fulfill composition requirement may not be taken P/NC.

"Courses shall be designated writing intensive by the Undergraduate Curriculum Committee. To be considered for this designation the course must meet the following four criteria:

1. 10-15 pages of evaluated writing in three or more assignments (either separate papers or one term paper done in stages) so that the students have the opportunity to develop and improve.
2. Some attention to writing in class, in one or more of the following possible forms: discussion of papers before they are written and after they are returned; reading aloud of successful papers or models; the occasional use of informal, ungraded writing to stimulate class-discussion; opportunities for students to give each other feedback on first drafts. Among such forms, teachers would choose the one or two that best suited their particular course.
3. Exams that include essay questions.
4. Class-size of 30 students at most.

"The Undergraduate Curriculum Committee shall appoint a subcommittee to oversee the list of courses designated 'writing intensive'. This committee will receive requests for additions to the list, collect syllabi from already designated courses on a regular basis, and make recommendation to the UCC for adding or dropping courses from the list. The committee membership will include the Director of Composition from the English Department and representatives of some or all of the departments offering 'writing intensive' courses.

"A measure shall be developed by the UCC to evaluate the impact and effectiveness of the new requirements on the writing ability of Queens College students."

ACADEMIC SENATE MINUTES - May 16, 1996**2. Announcements:**

- a. Senator Lord announced there is a draft report done by the working group on cross registration and coordinated scheduling. A summary of the report was available at today's meeting. Comments on the report should be sent to Campus Affairs Committee, Undergraduate Curriculum Committee or Scholastic Standards Committee.

3. New Business:

- a. MOTION: Duly made (Fields), seconded, and passed:

"To refer the items called 'Bylaw Changes of Committees' to the Governance Committee."

- b. MOTION: Duly made (Pecoraro), seconded, and passed:

"To refer back to the Committee the item regarding the Charter change and to inform them of the actions taken by the Senate last week."

- c. Senator VanCapelle paid tribute to the outgoing Chair, David Speidel.

The twenty-sixth session of the Academic Senate adjourned at 4:12 p.m. sine die.