

From: [Mitch Masters](#)
To: [Fritz Graf](#); [Erica Kallis](#)
Cc: [Williams, Valarie](#); [Vankeerbergen, Bernadette](#)
Subject: A&H2 CCI Subcommittee Feedback
Date: Monday, January 10, 2011 1:24:31 PM

Dear Dr. Graf -

I am the chair of the Arts & Humanities 2 Subcommittee of CCI, and at our meeting last Thursday we began reviewing some of the programs you submitted. We'll continue our review at our next meeting, but I wanted to fill you in on what's happened so far. Erica Kallis was present at the meeting, so she may have already talked to you. She also should have already received most or all of the information below.

==== Modern Greek BA comments ====

We approved the Modern Greek BA unanimously (we'll be sending it along to the full CCI as soon as we can), but we do ask for the following minor changes:

On the Pacer form:

Credit Hour Explanation: Required credit hours offered outside of the unit: should be 0 for min; 3 for max for semester hours (0 and 5 for quarter hours)

Learning goals: should be student centered with action verb; delete last one (it's a program goal, not a learning goal).

Assessment plan: Last sentence does not address the assessment plan: add "therefore, our assessment practices have not changed."

Letter from chair: P.3: Bottom of page: "this expansion corresponds to our emphasis on thorough professionalization of our students,." Remove comma before period.

3. Program rationale:

b: conversion: "... and only the minimal changes ...": remove "the"

c. i & ii: the two new courses, MG 2100 & 3200, are not mentioned on advising sheet and curriculum map

c. iv: addresses graduate program; delete this passage

Make sure that all courses are on list of semester courses, semester advising sheet and curriculum map (for example, MG 5510, 5520, 5970 are on advising sheet but not on list of semester courses; 5970 is not on curriculum map; 2100 is on list of semester courses but not on advising sheet and curriculum).

Throughout documents: replace references to GEC to GE (except on quarter advising sheet, if any)

Curriculum map: only top part is necessary (remove everything starting with "required courses" and below)

Semester advising sheet

says "quarter system" at the top

bottom: write "up to x credit hours" instead of "a course in an allied field . . ."

Include a transition plan.

=====Ancient History and Classics BA comments =====

We began discussion of the BA in Ancient History and Classics but ran into a problem in that this major is the property of two departments, and this, apparently, is the first time such a situation has arisen in approving programs for the semester transition. Terry Gustafson and Val Williams are looking into what the procedure ought to be, given that there should be only one vote on such a program.

On the Pacer form:

Program learning goals: wrong ones on PACER form; they are correct on the first page of the actual proposal. Rephrase those goals in terms of student-centered language with action verb. Curriculum map: use "goal 1, 2, 3, 4" instead of "a, b, c, d"

Same comment about assessment plan as for BA Modern Greek; there is also a typo: "The program retains all is overall program goals" should read "its overall program goals". This typo is also present in actual proposal.

4. Conversion, b, last bullet point: "To create a more consistent offering in education abroad. . ." This paragraph mentions two study tour courses but only one is listed: CL5798. It should differentiate 0.1 and 0.2

6. Transition policy could be expanded.

All the history courses as well as the Greek and Latin courses need to be added on the curriculum map.

Semester advising sheet mentions "courses numbered 200 or higher." This should be changed to "2000."

Double-check that lists of courses are identical throughout proposal: for example, 4999 is on curriculum map but not on advising sheet; 5798.2 is not on curriculum map but is on the advising sheet

===== Classical Humanities BA comments =====

There was some question in the committee as to whether this program is really being converted with minimal changes.

Pacer form:

Learning goals: should be student centered with action verb (also later in actual proposal)

Assessment: All the information about courses should be removed and the topic of changes to assessment (if any) should be addressed

Consistency of lists: 2890H & 3000.1 and 3000.2 are on advising sheet but not on list of semester courses and not on the curriculum map.

Semester advising sheet: Electives: at least 5 courses (15 credits) above the 2000 level; clarify whether this is "at or above 2000 level"

Courses from outside the major need to be added to curriculum map (one brief statement).

The committee ran out of time at this point, so we didn't vote on this BA. We plan to vote on this and the other similar BAs (Classical Greek, Latin, Greek and Latin) at the same time. I would imagine that some of the problems listed above would apply to these other programs as well.

As I mentioned, Erica probably has all this information already. Please let me know, though, if you have any questions.

Sincerely,
Mitch Masters