

San Jose State University

Connie L. Lurie College of Education
Curriculum Committee

November 28, 2012

Agenda

1. Minutes from September 26th, 2012
2. New Course Proposal: Academic Writing Seminar from Secondary Education
3. Last meeting of the fall 2012 semester: December 12th, 2012; noon in room 332.
We will review courses for a new Math Certificate

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Minutes**

Present: Chris Hagie, Jolyn Asato, Pei-Tzu Tsai, Bernd Becker, Maureen Smith

Absent: Noni Reis, Caitlin Williams, Brent Duckor (but sent comments after review of new course proposal)

- Review of Minutes from September 26th, 2012
- New Course Proposal: Academic Writing Seminar from Secondary Education: Discussion from the review of the New Course Proposal and Green Sheet led to several suggestions as follows:
 1. This course should have a course number
 2. Excellent content and much needed in the COE
 3. One suggestion is to have some way to assess participation in class, rather than attendance and indicate this on the syllabus
 4. We discussed a concern that the students in this class might not have a writing sample or assignment to bring to class in the first weeks. One suggestion is to have writing activities in these first weeks to help students improve writing
 5. Committee members discussed the importance of specific “fix-its” type of feedback about student writing.
 6. A suggestion is to only teach APA style writing if all departments utilize that format (rather than APA and MLA formats)
 7. One suggestion is to present students with a paper of completion of a course like this one (but do not call it a certificate)
 8. In the assignments, we suggested that the “Short Professional Writing Activities” not be optional, but perhaps 4 out of 6 required and include something about writing (sections of) IEPs (Individualized Education Plans)
 9. We think it is important that this course be distinguished from English 1B, as it about for professional writing.
- All committee members present (5 out of 8) voted to approve this New Course Proposal from the Secondary Education Department if the suggestions are addressed.
- Mark Felton, the Chair from the Secondary Education Department arrived at the end of the meeting and all suggestions were given to him verbally.
- The next meeting will be on December 12th, 2012.