

**Graduation Composition and Communication Requirement (GCCR)
GCCR PROPOSAL AND CHANGE UNDERGRADUATE PROGRAM FORM**

I. General Information:

College:	<u>Agriculture, Food, and Environment</u>	Department (Full name):	<u>Animal and Food Sciences</u>
Major Name (full name please):	<u>Equine Science & Management</u>	Degree Title:	<u>B.S. in Equine Science & Management</u>
Formal Option(s), if any:	<u>Science; Management</u>	Specialty Field w/in Formal Options, if any:	<u>N/A</u>
Requested Effective Date:	<u>FALL 2014, IF RECEIVED BY SENATE COUNCIL BY MONDAY, APRIL 7.</u>		
Contact Person:	<u>Dr. Bob Coleman</u>	Phone:	<u>(859) 257-9451</u> Email: <u>rcoleman@uky.edu</u>

II. Parameters of the Graduation Composition and Communication Requirement (GCCR):

The new GCCR replaces the old Graduation Writing Requirement. It is fulfilled by a course or courses specified within a B.A./B.S. degree program. As outlined in draft Senate Rule 5.4.3.1, the GCCR stipulates that students must successfully complete this requirement after achieving sophomore status and prior to graduation. To satisfy the GCCR, students must earn an average grade of C or better on the designated Composition and Communication (C&C) intensive assignments produced in any given course designated as fulfilling some or all of the GCCR. The requirements for GCCR courses include:

- at least 4500 words of English composition (approximately 15 pages total);
- a formal oral assignment *or* a visual assignment;
- an assignment demonstrating information literacy in the discipline;
- a draft/feedback/revision process on GCCR assignments.

The program requirements for the GCCR include:

- at least one specific Program Student Learning Outcome for C&C outcomes;
- a plan for assessing both the writing and oral *or* visual components of the GCCR;
- clear goals, rubrics, and revision plans for GCCR implementation.

Upon GCCR approval, each program will have a version of the following specification listed with its Program Description in the University Bulletin:

“Graduation Composition and Communication Requirement. Students must complete the Graduation Composition and Communication Requirement as designated for this program. Please consult a college advisor or program advisor for details. See also ‘Graduation Composition and Communication Requirement’ on p. XX of this Bulletin.”

III. GCCR Information for this Program (by requirement):

A. List the courses currently used to fulfill the old Graduation Writing Requirement:
<u>WRD 203</u>
B. GCCR Program Outcomes and brief description:
1. Please specify the Major/Program Student Learning Outcomes (SLOs) pertaining to Composition & Communication and the GCCR requirement. These are <i>program</i> outcomes, not <i>course</i> outcomes. Please specify the program-level SLOs for C&C in your program:
<u>Students will formulate and coherently support positions using written, oral, and visual communication skills.</u> <u>Students will recognize and respect diverse viewpoints when deriving solutions to challenges related to the equine industry.</u>
2. Please provide a short GCCR description for your majors (limit 1000 characters): Please explain the GCCR requirement in language appropriate for undergraduate majors to understand the specific parameters and justification of your program’s GCCR implementation plan:
<u>EQM 490: Capstone in Equine Science and Management is a writing and communication intense course on the major issues impacting today's equine industry. This course is for ESMA students with senior status. Students will use concepts from core and discipline related courses to analyze a variety of scenarios related to the industry. The scenarios will range from production to enterprise management, but may also include issues that have the potential to impact all aspects of the industry. In this</u>

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course, there will be no exams, but students will be completing numerous assignments during the course of the semester. The process of drafting and revising a paper based on comments of outside reviewers (i.e. equine faculty and staff) is integral to success in this course. In addition, students will develop their communication skills through diverse types of presentations.

C. Delivery and Content:

1. Delivery specification: for your major/program, how will the GCCR be delivered? Please put an X next to the appropriate option. (Note: it is strongly recommended that GCCR courses be housed within the degree program.)

- a. Single required course within program
- b. multiple required or optional courses within program
- c. course or courses outside program (i.e., in another program)
- d. combination of courses inside and outside program
- e. other (please specify): _

2. Basic Course Information: Please provide the following information for course(s) used to satisfy the GCCR, either in whole or in part:

Course #1: Dept. prefix, number, and course title: EQM 490: Capstone in Equine Science and Management

- new or existing course? existing (new courses should be accompanied by a New Course Proposal)
 - if a new course, check here that a New Course Proposal has been submitted for review via eCATS
- required or optional? Required
- shared or cross-listed course? No
- projected enrollment per semester: 25-30

Course #2 (if applicable): Dept. prefix, number, and course title: _____

- new or existing course? _____ (new courses should be accompanied by a New Course Proposal)
 - if a new course, check here that a New Course Proposal has been submitted for review via eCATS
- required or optional? _____
- shared or cross-listed course? _____
- projected enrollment per semester: _____

Course #3 (if applicable): Dept. prefix, number, and course title: _____

- new or existing course? _____ (new courses should be accompanied by a New Course Proposal)
 - if a new course, check here that a New Course Proposal has been submitted for review via eCATS
- required or optional? _____
- shared or cross-listed course? _____
- projected enrollment per semester: _____

3. Shared courses: If the GCCR course(s) is/are shared from *outside* the program, please specify the related department or program that will be delivering the course(s). Please provide the following:

- **Contact information of providing program:**

- **Resources:** what are the resource implications for the proposed GCCR course(s), including any projected budget or staffing needs? If multiple units/programs will collaborate in offering the GCCR course(s), please specify the resource contribution of each participating program.

- **Memorandum of Understanding/Letter of Agreement:** Attach formal documentation of agreement between the providing and receiving programs, specifying the delivery mechanisms and resources allocated for the specified GCCR course(s) in the respective programs (include with attachments).
Date of agreement: _____

4. Syllabi: Please provide a sample syllabus for each course that will be designated to fulfill the GCCR. Make sure the following things are clearly indicated on the syllabi for ease of review and approval (check off each):

- the GCCR assignments are **highlighted** in the syllabus and course calendar;
- the GCCR assignments meet the minimum workload requirements as specified by the Senate Rules for GCCR courses (see the draft Senate GCCR rule linked [here](#));
- the elements are specified in the syllabus that fulfill the GCCR requirement for a clear draft/feedback/revision process;
- the grade level requirements for the GCCR are specified on the syllabus (i.e., an average of C or better is required on GCCR

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<p>assignments for credit);</p> <ul style="list-style-type: none"> • the course or sequence of courses are specified to be completed after the first year (i.e. to be completed after completing 30 credit hours) for GCCR credit; • the course syllabus specifies “This course provides full/partial GCCR credit for the XXX major/program” <ul style="list-style-type: none"> ○ if the course provides partial GCCR credit, the fulfilled portion of the GCCR must be specified and the other components of the GCCR for the program must be specified: e.g. “This course provides partial credit for the written component of the GCCR for the XXX major/program in conjunction with Course 2”
<p>5. Instructional plan: Summarize the instructional plan for teaching the C&C skills specified in the program SLOs and delivered in the course(s). Include the following information in brief statements (1000 characters or less). Information can be cut-and-pasted from the relevant sample syllabus with indications where on the syllabus it is found:</p>
<ul style="list-style-type: none"> • <u>overview of delivery model:</u> summarize how the GCCR will be delivered for all program majors: explain how the delivery model is appropriate for the major/program and how it is offered at an appropriate level (e.g. required course(s), capstone course, skills practicum sequence of courses, etc.):
<p><u>EQM 490 is a writing and communication intensive course required for the Equine Science and Management major. The pre-requisite for this course is Senior standing. This course is offered in the Fall and Spring semesters and is offered using a traditional face-to-face 3-hour-per-week meeting pattern.</u></p>
<ul style="list-style-type: none"> • <u>assignments:</u> overview or list of the assignments to be required for the GCCR (e.g. papers, reports, presentations, videos, etc.), with a summary of how these GCCR assignments appropriately meet the disciplinary and professional expectations of the major/program:
<p><u>It is important for ESMA students to learn how to form and coherently support and/or state their position on an issue within the equine industry. Therefore, it is important for them to have effective written, oral, and visual communication skills. The assignments within this course will introduce students to various equine industry related issues, scenarios, and events.</u></p>
<p><u>Students will complete composition and communication based assignments related to evaluating case scenarios, writing a press release and presenting information on an industry event they have attended, writing and presenting information on an equine industry issue, writing a letter to an industry official stating their position on a specific topic, and conducting a scientific article review. (see pages 2-3 of the syllabus)</u></p>
<ul style="list-style-type: none"> • <u>revision:</u> description of the draft/feedback/revision plan for the GCCR assignments (e.g. peer review with instructor grading & feedback; essay drafting with mandatory revision; peer presentations; etc.):
<p><u>Students will submit drafts for all of the major assignments. These assignments may be reviewed by the course instructor, ESMA faculty, as well as students within the course. Students are expected to utilize the feedback to submit a revised (final) version of each assignment.</u></p>
<ul style="list-style-type: none"> • other information helpful for reviewing the proposal:
<p><u>N/A</u></p>
<p>D. Assessment:</p>
<p>In addition to providing the relevant program-level SLOs under III.B, please specify the assessment plan at the program level for the proposed course(s) and content. Provide the following:</p>
<ul style="list-style-type: none"> • specify the assessment schedule (e.g., every 3 semesters; biennially):
<p><u>The SLO will be assessed each semester as the course is offered.</u></p>
<ul style="list-style-type: none"> • identify the internal assessment authority (e.g. curriculum committee, Undergraduate Studies Committee):
<p><u>The SLO will be assessed by the Director of Undergraduate Studies and the Academic Coordinator in the ESMA Program.</u></p>
<ul style="list-style-type: none"> • if the GCCR course(s) is/are shared, specify the assessment relationship between the providing and receiving programs: explain how the assessment standards of the receiving program will be implemented for the provided course(s):
<p><u>N/A</u></p>

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Signature Routing Log

General Information:

GCCR Proposal Name (course prefix & number, program major & degree):	EQM 490: Capstone in Equine Science and Management, BS in Equine Science and Management
Contact Person Name:	Dr. Bob Coleman
Phone:	(859) 257-9451
Email:	rcoleman@uky.edu

Instructions:

Identify the groups or individuals reviewing the proposal; record the date of review; provide a contact person for each entry. On the approval process, please note:

- Proposals approved by Programs and Colleges will proceed to the GCCR Advisory Committee for expedited review and approval, and then they will be sent directly to the Senate Council Office. Program Changes will then be posted on a web transmittal for final Senate approval in time for inclusion in the Fall 2014 Course Bulletin.
- New Course Proposals for the GCCR will still require review and approval by the Undergraduate Council. This review will run parallel to GCCR Program Change review.
- In cases where new GCCR courses will be under review for implementation after Fall 2014, related GCCR Program Changes can still be approved for Fall 2014 as noted "*pending approval of appropriate GCCR courses.*"

Internal College Reviews and Course Sharing and Cross-listing Reviews:

Reviewing Group	Date Reviewed	Contact Person (name/phone/email)
Home Program <i>review by Chair or DUS, etc.</i>	03-25-2014	Robert J. Harmon / 859-257-2686 / rharmon@uky.edu
Providing Program <i>(if different from Home Program)</i>		/ /
Cross-listing Program <i>(if applicable)</i>		/ /
College Dean	3/28/14	Larry J. Grabau / 7-3469 / Larry.Grabau@uky.edu
		/ /

Administrative Reviews:

Reviewing Group	Date Approved	Approval of Revision/ Pending Approval ¹
GCCR Advisory Committee	4/2/2014	

Comments:

¹ Use this space to indicate approval of revisions made subsequent to that group's review, if deemed necessary by the revising group; and/or any Program Change approvals with GCCR course approvals pending.

EQM 490
Capstone in Equine Science and Management
Fall Section 001

Instructor: R.J. Coleman Ph.D., PAS
613 w.p. Garrigus Building
(859) 257 – 9451
rcoleman@uky.edu

Office hours: I maintain open office hours during the week but remember my other job is an Extension Specialist. I do travel during the week so may not be in my office when you just drop by. Students are advised to make an appointment rather than just dropping by. If you have questions or concerns regarding assigned work in the course, please make arrangements to see me. It is best to address little problems before they become big problems.

Course Description: Discussion of the major issues impacting today's equine industry. Students will use concepts from core and discipline related courses to analyze a variety of scenarios related to the industry. The scenarios will range from production to enterprise management, but may also include issues that have the potential to impact all aspects of the industry.

This course fulfills the Graduation Composition and Communication Requirement (GCCR) for Equine Science and Management students [proposed]. To receive GCCR credit for this course, you must have successfully completed the first-year composition and communication requirement (CIS/WRD 110/111 or equivalent) and should have senior standing. An average of C or better is required on assignments for GCCR credit.

Class Meetings: Class will meet Tuesday and Thursday 8:00am- 9:15 am in Agricultural Science Building North room N10.

Prerequisites: Senior standing, major in the Equine Science and Management degree.

Learning Outcomes: The discussions in this course should reflect your experiences in the horse industry and your knowledge gained as a student at the University of Kentucky. Your experiences will help you to identify issues in the industry and your knowledge will aid in your ability to develop solutions or methods to deal with those issues.

- 1) Students will learn to participate in discussions related to potentially sensitive issues affecting the industry and identify strategies to deal with the issue/problem discussed.
- 2) Students will formulate and coherently support positions using written, oral, and visual communication skills.
- 3) Students will write, edit, and revise multiple drafts of a paper that is essentially free of mechanical errors (grammar, punctuation, spelling, and syntax) and awkwardness, using style that is appropriate to the purpose and audience identified.
- 4) Students will recognize diverse viewpoints when deriving solutions to issues related to the equine industry.
- 5) Students will give presentations using appropriate presentation tools and communication skills on an equine related topic.

Required Textbook: Due to the nature of this course, there is no assigned textbook. There may be assigned readings from a variety of other sources such as scientific journals, web sites and industry publications.

Course Activities: This section will meet in room N10 Ag Science north at 8:00 – 9:15 pm on Tuesday and Thursday. The capstone course is based on in class discussions where student participation is expected.

EQM 490 is a writing and communication intense course. As such, there will be no exams, but you will be completing numerous assignments during the course of the semester. The process of drafting and revising a paper based on comments of outside reviewers (i.e. equine faculty and staff) is integral to success in this course. In addition, students will develop their communication skills through diverse types of presentations.

Case Scenarios (2 in total):

Students will complete one scenario related to care and management of horses and one scenario related to an equine industry issue. The intent is for the student to evaluate the situation and develop strategies to deal with the described problem or issue. Each scenario will be 500 words (2 pages double spaced). Initial submission will be in draft form for instructor review and then a final version will be submitted. No late submissions will be accepted.

Industry Official Letter:

Students will write a 250 word (1 page double spaced) letter to an equine industry official introducing an industry topic and their position on the topic. This letter should be written as a persuasive argument identifying and supporting their position. Initial submission will be in draft form for instructor and peer review and then a final version will be submitted. No late submissions will be accepted.

Industry Issue Paper/Presentation:

Students will write a 2500 word (10 pages double spaced) paper on an equine industry topic selected by the student and approved by the instructor. This paper will identify the issue; provide supporting information and data as to why it is critical to the industry and potential strategies to deal with it or the potential outcome if nothing is done. Students will submit an outline for the paper, a draft of the paper for instructor and outside review, and then a final version will be submitted. No late submissions will be accepted.

In addition to the paper, the student will also present a 7-8 minute oral presentation on their topic. For this presentation, they will create visual aids (i.e. power point, video, posters, etc...). Each student will grade all presentations given by other students evaluating content, presentation skills, and knowledge of the subject. These evaluations will be returned anonymously at the end of class.

Industry Event News Release & Promotional Presentation:

Students will select an equine industry event (i.e. horse show, educational seminar, clinic, etc..) to attend. Following the event, the student will compose a 250 word (1 page double spaced) press release describing and highlighting the significance of the event to horse owners. Initial submission will be in draft form for instructor and communications staff review and then a final version will be submitted. No late submissions will be accepted.

In addition to the press release, the student will also present a 3-5 minute oral presentation highlighting the event and promoting the information provided. For this presentation, they will create visual aids (i.e. power point, video, posters, etc...).

Scientific Review:

Students will find and review a peer reviewed scientific paper on an equine related topic. After approval from the instructor to use a specific paper/article, the student will write a 500 word (2 pages double spaced) review. Included in the review will be a description of the research project and describe how they would apply the results to the management of horses in today's industry. Initial submission will be in draft form for instructor review and then a final version will be submitted. No late submissions will be accepted.

Grading and Assignments:

Class participation	50 points
Attendance	50 points
Case Scenario #1	50 points
Draft (15 points)	
Final (35 points)	
Case Scenario #2	50 points
Draft (15 points)	
Final (35 points)	
Industry Official Letter	25 points
Draft (10 points)	
Final (15 points)	
Industry Issue Paper/Presentation	150 points
Outline (15 points)	
Draft (30 points)	
Final (75 points)	
Presentation (30 points)	
Industry Event News Release & Promotional Presentation	50 points
Draft (10 points)	
Final (20 points)	
Presentation (20 points)	
Scientific Review	50 points
Draft (15 points)	
Final (25 points)	
TOTAL POINTS	475 points

Attendance will be taken in each required class period. Students are expected to be in class but 2 unexcused absences are allowed. Each unexcused absence over the 2 allowed will result in a reduction of points.

Assignments and activities in the course will be to evaluate issues in the industry and develop strategies for dealing with those issues or problems.

There will be no final exam in this course. Instead of a final exam students will present their industry issues presentation to the class and other invited guests.

Grades :

A	> 427 points
B	380-426 points
C	332 - 379 points
D	308 - 331 points
E	< 307 points

Class Participation:

In this course attending class and participation in the discussions are most important. In order to not disturb others in the class please have cell phones turned off. As this is a college class students are expected to be attentive to those presenting not reading or sending text messages.

Excused Absences:

Students need to notify the professor of absences prior to class when possible. S.R. 5.2.4.2 defines the following as acceptable reasons for excused absences: (a) serious illness, (b) illness or death of family member, (c) University-related trips, (d) major religious holidays, and (e) other circumstances found to fit “reasonable cause for nonattendance” by the professor. Students anticipating an absence for a major religious holiday are responsible for notifying the instructor in writing of anticipated absences due to their observance of such holidays no later than the last day in the semester to add a class. Information regarding dates of major religious holidays may be obtained through the religious liaison, Mr. Jake Karnes (859-257-2754).

Students are expected to withdraw from the class if more than 20% of the classes scheduled for the semester are missed (excused or unexcused) per university policy.

Verification of Absences:

Students may be asked to verify their absences in order for them to be considered excused. Senate Rule 5.2.4.2 states that faculty have the right to request “appropriate verification” when students claim an excused absence because of illness or death in the family. Appropriate notification of absences due to university-related trips is required prior to the absence.

Academic Integrity:

Per university policy, students shall not plagiarize, cheat, or falsify or misuse academic records. Students are expected to adhere to University policy on cheating and plagiarism in all courses. The minimum penalty for a first offense is a zero on the assignment on which the offense occurred. If the offense is considered severe or the student has other academic offenses on their record, more serious penalties, up to suspension from the university may be imposed. Plagiarism and cheating are serious breaches of academic conduct. Each student is advised to become familiar with the various forms of academic dishonesty as explained in the Code of Student Rights and Responsibilities. Complete information can be found at the following website: <http://www.uky.edu/Ombud>. A plea of ignorance is not acceptable as a defense against the charge of academic dishonesty. It is important that you review this information as all ideas borrowed from others need to be properly credited.

Student Rights and Responsibilities:

(available online <http://www.uky.edu/StudentAffairs/Code/part2.html>) states that all academic work, written or otherwise, submitted by students to their instructors or other academic supervisors, is expected to be the result of their own thought, research, or self-expression. In cases where students feel unsure about the question of plagiarism involving their own work, they are obliged to consult their instructors on the matter before submission.

When students submit work purporting to be their own, but which in any way borrows ideas, organization, wording or anything else from another source without appropriate acknowledgement of the fact, the students are guilty of plagiarism. Plagiarism includes reproducing someone else’s work, whether it be a published article, chapter of a book, a paper

from a friend or some file, or something similar to this. Plagiarism also includes the practice of employing or allowing another person to alter or revise the work which a student submits as his/her own, whoever that other person may be.

Students may discuss assignments among themselves or with an instructor or tutor, but when the actual work is done, it must be done by the student, and the student alone. When a student's assignment involves research in outside sources of information, the student must carefully acknowledge exactly what, where and how he/she employed them. If the words of someone else are used, the student must put quotation marks around the passage in question and add an appropriate indication of its origin. Making simple changes while leaving the organization, content and phraseology intact is plagiaristic. However, nothing in these Rules shall apply to those ideas which are so generally and freely circulated as to be a part of the public domain (Section 6.3.1).

Please note: Any assignment you turn in may be submitted to an electronic database to check for plagiarism.

EQM 490 Tentative Fall Schedule (2014)

Week	Topic	In class activity	Assignments Due (either in class or on-line as determined in the assignment instructions)
Week 1	Introduction to the course	Outline of the writing requirements and other class activities	
Week 2	The Horse Industry discussion	Discussion on the size and scope of industry. Hand out case scenario #1 assignment.	
Week 3	Horse Ownership and possible concerns	Discuss Case Scenario #1 as a group	Draft of case scenario #1 due.
Week 4	Writing a news release. Industry Issue project paper/presentation discussion	Structure of a news release. Select an equine event to attend.	Case Scenario #1 final paper due.
Week 5	Issues affecting production	In class discussions	Draft of Industry Issue project outline due.
Week 6	Industry Structure	In class discussions related to responding to a scenario. Handout case scenario #2 assignment.	
Week 7	Industry Structure	Case Scenario #2 discussions	Case Scenario # 2 draft due.
Week 8	Equine Welfare and the Unwanted Horse	Discussions on industry issue project papers and presentations. Industry Official letter assignments handed out	Case Scenario # 2 final paper due.
Week 9	Industry issues current topics	Current issues discussion	Industry Official letter draft due.

Week 10	Industry Issues current topics		Industry Official final letter due.
Week 11	Industry Issues	The use of scientific articles in developing management strategies Assign scientific papers for scientific review.	Draft of industry issue project paper due.
Week 12	Industry events / Industry discussions	Industry event promotional presentations outline review and feedback. Discussions from the assigned reading.	Draft of news release due.
Week 13	Industry discussions	Discussions from the assigned reading.	Draft of scientific review due.
Week 14	Industry Events	Industry event promotional presentations	Final news release due.
Week 15	Industry Projects	Oral presentations on industry issues project. Practice and in class feedback from peers.	Final scientific review due.
Week 16	Industry Projects & Course wrap up	Final industry issues presentations.	
Finals week			Industry Issues Project paper due on day of final exam.