

## Graduate Composition and Communication Requirement (GCCR) Form

### REQUIREMENTS

The GCCR is fulfilled by a course or courses specified within an undergraduate degree program. As outlined in the Senate Rules, 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 a passing grade in any given course designated as fulfilling some or all of the GCCR. The GCCR must include:

1. One or more written assignments
2. Either an oral assignment in which students must give a formal presentation, or a visual assignment in which students create at least one significant visual/electronic artifact (e.g. web site or video presentation); and
3. An assignment demonstrating information literacy in the discipline.

Upon GCCR approval, each program will have a version of the following text 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.”***

### 1. GENERAL INFORMATION

1a	College			
1b	Department			
1c	Major name (e.g. Journalism or Biology)			
1d	Degree (e.g. BA or BS)			
1e	CIP Code:			
1f	Accrediting Agency (if applicable)			
1g	Requested effective date	<input type="checkbox"/>	Fall semester following approval, or	
		<input type="checkbox"/>	Specific fall semester (provide year)	
1h	Is this for a newly created degree program?	Yes <input type="checkbox"/>	No <input type="checkbox"/>	
	If “No,” list below the course(s) currently used to fulfill the GCCR.			
	If “No,” describe the reason for changing the GCCR course(s).			
1i	Proposer name:		1i	Proposer email:

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### 2. OVERVIEW

2a	Provide an overview of delivery model. Summarize how the GCCR will be delivered for all program majors. Include an explanation of 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.). [500 words or less]		
2b	List the major/program student learning outcomes (SLOs) pertaining to the GCCR. (These are <i>program</i> outcomes, not course outcomes.)		
2c	In language appropriate for undergraduate students, provide a short GCCR description for your major. [300 words or less]		
2d	<table style="width: 100%; border: none;"> <tr> <td style="width: 30%; border: none; vertical-align: top;">For this specific major, select the method of delivery. <sup>1</sup></td> <td style="border: none;"> <input type="checkbox"/> Single required course within program  <input type="checkbox"/> Multiple required or optional courses within program  <input type="checkbox"/> Course(s) outside the program (i.e. offered by another unit)  <input type="checkbox"/> Combination of courses inside and outside the program  <input type="checkbox"/> Other                 </td> </tr> </table>	For this specific major, select the method of delivery. <sup>1</sup>	<input type="checkbox"/> Single required course within program <input type="checkbox"/> Multiple required or optional courses within program <input type="checkbox"/> Course(s) outside the program (i.e. offered by another unit) <input type="checkbox"/> Combination of courses inside and outside the program <input type="checkbox"/> Other
For this specific major, select the method of delivery. <sup>1</sup>	<input type="checkbox"/> Single required course within program <input type="checkbox"/> Multiple required or optional courses within program <input type="checkbox"/> Course(s) outside the program (i.e. offered by another unit) <input type="checkbox"/> Combination of courses inside and outside the program <input type="checkbox"/> Other		

### 3. SPECIFIC COURSE INFORMATION

Fill out as many sections as are necessary to describe how the GCCR is satisfied, either in whole or in part.

<b>3a</b>	<b>First Course</b>	
3.a.i	Course title	
3.a.ii	Course prefix and number	
3.a.iii	Has the course been recently submitted for approval in Curriculog, or is it an existing course?	<input type="checkbox"/> Recently submitted <input type="checkbox"/> Existing course
3.a.iv	Are students required to take the course or is it optional?	<input type="checkbox"/> Required <input type="checkbox"/> Optional
3.a.v	Is the course cross-listed with another course? If "Yes," provide the prefix, number, and title of the cross-listed course.	<input type="checkbox"/> Yes <input type="checkbox"/> No
3.a.vi	Describe the projected enrollment per semester.	
3.a.vii	List the GCCR assignments for this course. For each GCCR assignment, provide: 1) the modality of the assignment (written, oral, and/or visual); 2) a brief description of assignment expectations; and 3) a justification of the assignment and explanation of how the GCCR is relevant to the discipline.	

<sup>1</sup> It is strongly recommended that GCCR course(s) be housed within the degree program.

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3.a.viii	Will this course include the draft/feedback/revision process?	<input type="checkbox"/> Yes	<input type="checkbox"/> No
	If "Yes," identify the specific assignment(s) where draft/feedback/revision will occur. [100 words or less]		
	If "Yes," explain how the draft/feedback/revision process will work. [200 words or less]		
<b>3b</b>	<b>Will there be a second course that fulfills part of the GCCR?</b>	<input type="checkbox"/> Yes	<input type="checkbox"/> No
	<b>If "Yes," fill out the remainder of section 3b.</b>		
3.b.i	Course title		
3.b.ii	Course prefix and number		
3.b.iii	Has the course been recently submitted for approval in Curriculog, or is it an existing course?	<input type="checkbox"/> Recently submitted	<input type="checkbox"/> Existing course
3.b.iv	Are students required to take the course or is it optional?	<input type="checkbox"/> Required	<input type="checkbox"/> Optional
3.b.v	Is the course cross-listed with another course?	<input type="checkbox"/> Yes	<input type="checkbox"/> No
	If "Yes," provide the prefix, number, and title of the cross-listed course.		
3.b.vi	Describe the projected enrollment per semester.		
3.b.vii	List the GCCR assignments for this course. For each GCCR assignment, provide: 1) the modality of the assignment (written, oral, and/or visual); 2) a brief description of assignment expectations; and 3) a justification of the assignment and explanation of how the GCCR is relevant to the discipline.		
3.b.viii	Will this course include the draft/feedback/revision process?	<input type="checkbox"/> Yes	<input type="checkbox"/> No
	If "Yes," identify the specific assignment(s) where draft/feedback/revision will occur. [100 words or less]		
	If "Yes," explain how the draft/feedback/revision process will work. [200 words or less]		
<b>3c</b>	<b>Will there be a third course that fulfills part of the GCCR?</b>	<input type="checkbox"/> Yes	<input type="checkbox"/> No
	<b>If "Yes," fill out the remainder of section 3c.</b>		
3.c.i	Course title		
3.c.ii	Course prefix and number		

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3.c.iii	Has the course been recently submitted for approval in Curriculog, or is it an existing course?	<input type="checkbox"/>	Recently submitted
		<input type="checkbox"/>	Existing course
3.c.iv	Are students required to take the course or is it optional?	<input type="checkbox"/>	Required
		<input type="checkbox"/>	Optional
3.c.v	Is the course cross-listed with another course?	<input type="checkbox"/>	Yes
		<input type="checkbox"/>	No
	If "Yes," provide the prefix, number, and title of the cross-listed course.		
3.c.vi	Describe the projected enrollment per semester.		
3.c.vii	List the GCCR assignments for the third course. For each GCCR assignment, provide: 1) the modality of the assignment (written, oral, and/or visual); 2) a brief description of assignment expectations; and 3) a justification of the assignment and explanation of how the GCCR is relevant to the discipline.		
3.c.viii	Will this course include the draft/feedback/revision process?	<input type="checkbox"/>	Yes
		<input type="checkbox"/>	No
	If "Yes," identify the specific assignment(s) where draft/feedback/revision will occur. [100 words or less]		
	If "Yes," explain how the draft/feedback/revision process will work.		
<b>4. RESOURCES</b>			
4a	Is the GCCR course offered by the unit offering the degree program?	<input type="checkbox"/>	Yes
		<input type="checkbox"/>	No
	If "No," describe what unit will offer the GCCR course.		
	If "No," provide the name of the chair of the department that offers the GCCR course.		
	If "No," provide the name of the director of undergraduate studies in the department that offers the GCCR course.		
	If "No," provide the date of the agreement.		
	If "No," include formal documentation of the agreement between the providing and receiving programs, specifying the delivery modality and resources allocated for the specified GCCR course(s) in the respective programs.		
4b	Describe 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), specify the resource contribution of each participating program.		

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### 5. SYLLABI

Include a sample syllabus for each course that will be designated to fulfill the GCCR. Make sure the components in 5a – 5d below are clearly reflected in each syllabus.

5a	The GCCR assignments are <b>highlighted</b> in the syllabus and course calendar.	<input type="checkbox"/> Yes
5b	The GCCR assignments meet the minimum workload requirements that are specified in Senate Rules 3 <sup>2</sup> and replicated at <a href="#">the top of this form</a> .	<input type="checkbox"/> Yes
5c	The course or sequence of courses are specified to be completed after the student has completed 30 credit hours (i.e. to be completed in the sophomore, junior, or senior year)	<input type="checkbox"/> Yes
5d	Does the course provide full or partial GCCR credit?	<input type="checkbox"/> Full <input type="checkbox"/> Partial
	If “Full,” the course syllabus specifies “This course provides full GCCR credit for the XXX major/program.”	<input type="checkbox"/> Yes <input type="checkbox"/> N/A
	If “Partial,” the course syllabus specifies “This course provides partial GCCR credit for the XXX major/program” AND describes the portion of GCCR that is fulfilled AND identifies the other course(s) where the other portions are fulfilled.	<input type="checkbox"/> Yes <input type="checkbox"/> N/A

### 6. ASSESSMENT

Specify the assessment plan at the program level for the proposed course(s) and content.

6a	Describe the timing of the assessment schedule (every three semesters, odd-numbered years, etc.).	
6b	Identify the internal assessment authority (curriculum committee, undergraduate studies committee, etc.) that will conduct the assessment.	
6c	Is there more than one GCCR course?	<input type="checkbox"/> Yes <input type="checkbox"/> No
	If “Yes,” specify the assessment relationship between the program providing the course and the program utilizing the course AND explain how the assessment standards of the program utilizing the course(s) will be implemented for the provided course.	
6d	Use the space below to provide any other applicable assessment-related information about the proposal.	

### 7. MISCELLANEOUS

7a	If needed, use the space below if there is anything else that needs to be said about this proposal.

<sup>2</sup> For more information about the GCCR language in the Senate Rules language, click [here](#), click the top bullet for “USR in Microsoft Word [changes incorporated, official version],” and use CTRL + F to find the sections titled “Graduate composition and communication requirement.”