

**Minutes**  
**Undergraduate Studies Committee Meeting, September 13, 2004, 2:00**

Members present: Craig Bertolet (chair), Chris Forhan, Justin Lowery, Cedrick May, Jim Ryan, Dennis Rygiel, Marc Silverstein, Don Wehrs,

- 1) The meeting began with the approval of the minutes of the September 1, 2004 meeting of the USC.
- 2) Discussion of possible changes to the evaluation criteria for assessment sheets;
  - a) What exactly the criteria for calling a “long papers” is—the determination was 8 full written pages (not rounding)
  - b) Committee discussed how to apply the criteria of “analysis” on the evaluation sheets to TPC papers and creative writing.
  - c) Committee elected to assess formal features for the 2004-05 assessment year.
  - d) Committee also added “Stylistic Felicity” or “Stylistic Maturity” to Outcome 2 in the evaluation sheets
  - e) Committee discusses the usefulness of doing assessment every year.
- 3) Committee discussed splitting “English 3700 American Literature” into two sections. The president of the committee will take a survey of the American Literature faculty to see if this would be a desirable change in the curriculum
- 4) Committee discussed changing “English 4310 British Drama to 1642” to a different type of British drama course such as a “Jacobean” or “Age of Shakespeare” course. President will survey the Renaissance faculty to see if this would be a desirable change in the curriculum

The meeting adjourned at 3:32

Reported by Cedrick May