

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

I. General Information:

College:	<u>AS</u>	Department (Full name):	<u>geography</u>
Major Name (full name please):	<u>geography</u>	Degree Title:	<u>BA BS</u>
Formal Option(s), if any:	<u>BA, BS</u>	Specialty Field w/in Formal Options, if any:	_____
Requested Effective Date:	<u>FALL 2014, IF RECEIVED BY SENATE COUNCIL BY MONDAY, APRIL 7.</u>		
Contact Person:	<u>tad mutersbaugh</u>	Phone:	<u>7-1316</u>
		Email:	<u>tmute2@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>499</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:
<ol style="list-style-type: none"> 1. Students will identify the geographic components and principles of a problem using written text, speech, maps, graphics, equations, and other devices to identify and describe spatial characteristics, patterns and processes at a variety of scales in physical, cultural, and social, and economic environments. 2. Students will be able to design and develop a relevant literature review and geographical research methodology framework appropriate to the question at hand. 3. not applicable 4. Students will understand the structures and conventions of research papers and technical reports in the field, and will be able to critically evaluate empirical evidence, theoretical frameworks and arguments within geographic literature. 5. Students will be able to communicate their understanding and analysis of findings in an appropriate and effective manner, and demonstrate competency in writing and oral presentations.

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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:

A firm grasp and fluency in communications skills is a must for a successful post-baccalareate career. This current revision updates our previous focus on written communications to include a range of verbal and visual presentational skills: whether you are asked to a formal job interview, required to give a workplace presentation, or simply find it necessary to give the all-important 'elevator' pitch, the skill set that you cultivate in GEO 499 will give you the confidence to engage in the contemporary work and networking activities.

C. Delivery and Content:

<p>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.)</p>	<input checked="" type="checkbox"/> a. Single required course within program <input type="checkbox"/> b. multiple required or optional courses within program <input type="checkbox"/> c. course or courses outside program (i.e., in another program) <input type="checkbox"/> d. combination of courses inside and outside program <input type="checkbox"/> e. other (please specify): __
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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: GEO 499

- 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: 15c

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: _____

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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 assignments for credit);
- 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”
 - 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”

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:

- overview of delivery model: 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.):

capstone

- assignments: 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:

1. Professional writing I. Due Sept. 12

Read three published articles by UK geography faculty....

2. Professional writing II. Due Sept. 19

...provide a one-page summary (i.e., 2 1-pagers) indicating the following:

3. Research methods. Due Sept. 26

Submit a one-page report...

4. Progress Report 1. Due Oct. 10

5. Progress Report 2. Due Nov. 5

Submit a report giving the working title of your project...:

•status of data collection

•status of data analysis

•preliminary results

•identification of problems/obstacles

•proposed plan/timetable for project completion

6. Draft project: Due Dec. 3

A full, complete draft of your final research paper is Due Dec. 5

•10 to 15 minute oral presentation

•Professional poster

•5 to 10 minute video

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• Web site

7. Final paper due. Due Dec. 19 (scheduled final exam day for the class)

- revision: 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.):

Submit a one-page report...

4. Progress Report 1. Due Oct. 10

5. Progress Report 2. Due Nov. 5

Submit a report giving the working title of your project...:

• status of data collection

• status of data analysis

• preliminary results

• identification of problems/obstacles

• proposed plan/timetable for project completion

6. Draft project: Due Dec. 3

A full, complete draft of your final research paper is due.

Final paper due. Due Dec. 19 (scheduled final exam day for the class)

- other information helpful for reviewing the proposal:

6. Presentation. Due Dec. 5

• 10 to 15 minute oral presentation

• Professional poster

• 5 to 10 minute video

• Web site

NOV 14 Presentation workshops – Peer-reviewed presentation ‘dry runs’ for feedback

NOV 19 Peer-reviewed presentations re-presented; students provide

a bulleted summary of responses to peer-review feedback

NOV 26 Research consultations, cover project aspects ranging from data to presentation

DEC 5-12 Student final presentations

D. Assessment:

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:

- specify the assessment schedule (e.g., every 3 semesters; biennially):

each semester

- identify the internal assessment authority (e.g. curriculum committee, Undergraduate Studies Committee):

UG committee

- 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):

not shared

**Graduation Composition and Communication Requirement (GCCR)
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Signature Routing Log

General Information:

GCCR Proposal Name (course prefix & number, program major & degree):	GEO 499, Geography BS and BA
Contact Person Name:	tad mutersbaugh
Phone:	7-1316
Email:	tmute2@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>	14 march 2014	tad mutersbaugh / 7-1316 / tmute2@uky.edu
Providing Program <i>(if different from Home Program)</i>		/ /
Cross-listing Program <i>(if applicable)</i>		/ /
College Dean	4/1/14	Ruth Beattie, Associate Dean / 3-9925 / rebeat1@uky.edu
		/ /

Administrative Reviews:

Reviewing Group	Date Approved	Approval of Revision/ Pending Approval ¹
GCCR Advisory Committee	4/16/2014	

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.

**GEO 499: Geography Senior Research Seminar
Syllabus & Schedule
Fall 20XX**

READ THIS! KEEP THIS!

Who's the man?

Dr. Jonathan D. Phillips
877 Patterson Office Tower
jdp@uky.edu
257-6950

Office hours (when classes are in session)

Mondays: 09:00 – 11:00
Tuesdays & Thursdays: 10:45 – 12:15

Class meets

Tu/Th, 12:30 – 13:45, CB 301

Course Description

Catalog description: Course is intended to provide a capstone experience in geographical research and problem-solving through demonstrating students' ability to identify an appropriate research topic in geography; developing and implementing appropriate research strategy; and presenting research results.

Some key points are embedded in each word of the title above. Since this is the capstone course for the *Geography* major, we will focus on research projects using methods and addressing problems that are clearly within the realm and traditions of the discipline. As a *senior*, capstone course, standards will be high and students will be expected to know, and call upon, knowledge, skills, and experience in the courses you had to take to get to GEO 499. *Research* means that you will make a substantive, original contribution to knowledge or will solve a problem requiring high-level geographic skills and/or knowledge. *Seminars* are courses involving give-and-take among all participants—students and faculty. Thus you will be expected to actively participate in discussions, critiques, and problem-solving sessions involving your own project and those of other students.

The entire course is geared toward a final individual research project. The goal is for you to produce a professional-level project that you would be proud to submit in a job application or interview or a graduate school application.

Student learning outcomes:

Students will

1. Develop information and data gathering skills.
2. Learn and/or hone skills in data/information analysis and interpretation.

3. Become familiar with professional standards in both academic and applied research in geography.
4. Develop and apply skills in the presentation and communication of research results.

Grading

Your grade will be based on the following:

Assignments 1, 2	10% each	20%
Assignments 3-5	5% each	15%
Presentation		20%
Final project		45%
TOTAL		100%

Policies

Attendance

Poor attendance = poor grade. Simple as that.

Attendance will be taken in every class. It will not figure into calculation of grade point averages, but will be used to assess students' level of effort and engagement and to diagnose problematic performances. Students who regularly or chronically miss class may be asked to drop or withdraw from the course.

Make-ups

Part of the goal of this course is professionalization, and in the "real world" there are generally no make-ups, do-overs, excused absences, etc. If you or your organization does not get your proposal in on time, it is not considered. If your product is late, there are penalties. Chronic lateness and no-shows cost you your job, and so on. Thus, you should be of the mindset that *there is no such thing as a make-up for a missed or late assignment.*

If you are well and truly *forced by circumstances beyond your control* to miss a class or deadline, we can work something out. Note that social obligations, alarm clock malfunctions, and demands of other classes/jobs do not meet these criteria. I cannot provide individual instruction for students who miss class, even for legitimate reasons.

Standards

Standards for assignments and your research project will be discussed in class and/or spelled out in handouts. Note that unless otherwise specified, all written assignments are due in hard copy, at the beginning of class on the due date.

Schedule (dates are from Fall semester 2013)

AUG	29	Introduction to geographic research & GEO 499
SEP	3	Characteristics of geographic research
	5	Choosing a topic
	10	Research methods <i>Deadline for choosing topic—if you have not selected a topic by today, one will be assigned to you</i>
	12	Professional writing I: assignment 1 due
	17	Research topic discussion/workshop
	19	Professional writing II: assignment 2 due
	24	Methodologies
	26	Research methods workshop (assignment 3)
OCT	1-8	Research consultations*
	10	Progress report 1 (assignment 4)
	15-22	Data collection and analysis
	24, 29	Professional presentations
NOV	1	Research consultations*
	5	Progress report 2 (assignment 5)
	7	Research consultations*
	12	Ethics in research
	14	Presentation workshops – Peer-reviewed presentation ‘dry runs’ for feedback
	19	Peer-reviewed presentations re-presented; students provide a bulleted summary of responses to peer-review feedback
	26	Research consultations*
DEC	3	<i>Draft projects due</i>
DEC	5-12	<i>Student final presentations</i>
	19	<i>Final projects due by 15:00</i>

*Consultations are sessions where we will discuss topics, or review or develop skills identified as needed by the professor or students as the semester proceeds, or where the professor will be available during class time for individual or small group discussions or help sessions on your research topics.

GEO 499 Assignments

1. Professional writing I. Due Sept. 12

Read three published articles by UK geography faculty. These should be by three different faculty. For each of these, provide a one-page summary (i.e., 3 1-pagers) indicating the following:

- Full bibliographic citation.
- Your 50-words-or-less version of the major problem or issue being addressed.
- A brief summary of the major findings.
- An outline, based on headings/subheadings in the paper.

2. Professional writing II. Due Sept. 19

Read two professional, project or technical reports approved by the professor. For each of these, provide a one-page summary (i.e., 2 1-pagers) indicating the following:

- Full bibliographic citation.
- Your 50-words-or-less version of the major problem or issue being addressed.
- A brief summary of the major findings.
- An outline, based on headings/subheadings in the paper.

3. Research methods. Due Sept. 26

Submit a one-page report giving the working title of your project, a brief problem statement, and your research plan/methods. The latter should include data collection, analysis, and interpretation. You should be prepared to discuss this in class.

4. Progress Report 1. Due Oct. 10

5. Progress Report 2. Due Nov. 5

Submit a report giving the working title of your project, a brief problem statement, and your progress thus far. Your report should cover:

- status of data collection
- status of data analysis
- preliminary results
- identification of problems/obstacles
- proposed plan/timetable for project completion

6. Draft project: Due Dec. 3

A full, complete draft of your final research paper is due. This will be reviewed and returned to you no later than Dec. 12.

6. Presentation. Due Dec. 5

You will present the results of your research in one of the following forms:

- 10 to 15 minute oral presentation
- Professional poster
- 5 to 10 minute video
- Web site

7. Final paper due. Due Dec. 19 (scheduled final exam day for the class)