Call to Order
The Chair, Tim Renick, called the joint meeting of CAP and Admissions and Standards to order at 3:05 p.m. in Room 718, General Classroom Building for consideration of a proposal from the joint CAP/Admissions and Standards subcommittee to establish a university-wide Critical Thinking through Writing Requirement.

After much discussion and debate, the motion was approved as amended with one dissenting vote.

Several committee members expressed concern about the costs associated with implementing the policy as an unfunded mandate. To address the issues Fenwick Huss moved to add a statement after the first paragraph as follows: “Implementation of this motion is contingent upon allocation of necessary resources by FACP.” The amendment was approved.

Michelle Brattain expressed the wording in #2 of the CTW requirements implied that the number of assignments and percentage of grades was not left to the discipline and was not sure that was what the document intended. She moved to remove the word “multiple” from the requirement 2 to read, “must contain assignments that focus on …. The motion was approved.

Faye Borthick motioned to change the language in the CTW requirements removing the word “must” (see below). The motion was approved as follows.

Motion:
Effective for students entering Fall 09 and thereafter, all students who seek a baccalaureate degree are required to pass two critical thinking through writing (CTW) courses in their major.\(^1\) Implementation of this motion is contingent upon allocation of necessary resources by FACP.

CTW courses will be proposed by Departments and approved by the General Education (Gen Ed) Subcommittee of the Committee on Academic Programs (CAP). If they wish, colleges/schools may require that proposals be approved at the college level before going forward to the Gen Ed Subcommittee. In their proposal to the Gen Ed Subcommittee, Departments must include a written justification that outlines how each CTW course will use writing to help students achieve Georgia State’s learning outcome of improving
the discipline-appropriate critical thinking skills of their students.

**A CTW course meets the following requirements:**

1. **It has at least three credit hours.**
2. **It contains assignments that focus on critical thinking as demonstrated through writing.**
   These assignments together should constitute a substantial percentage of the course grade.
3. **It has a maximum of a 25/1 student/instructor ratio.** Should a CTW class have more than 25 students, the instructor will receive assistance. If a CTW class enrolls 51-75 students, the assistance of two people would be needed, and so forth.
4. **It is taught by a CTW-trained instructor.**

For purposes of this motion, “courses in the major” refers to those courses that students use to fulfill the requirements of Areas G, H, and K of a particular major. All majors must have at least two CTW courses in Areas G, H, or K approved for the 2009-2010 Catalog.

2 For purposes of this motion, “assignments that focus on critical thinking as demonstrated through writing” are assignments that use writing to help students develop the “wide range of cognitive skills and intellectual dispositions needed to effectively identify, analyze, and evaluate arguments and truth claims; to discover and overcome personal prejudices; to formulate and present convincing reasons in support of conclusions; and to make reasonable, intelligent decisions about what to believe and what to do.” (Bassham, Irwin, Nardone & Wallace, *Critical Thinking: A Student's Introduction* (McGraw-Hill, 2005) page 1.) Typically, students will have the opportunity to revise at least one assignment during the semester.

3 This ratio may be accomplished by various means. Variations include but are not limited to: capping CTW sections at 25 (the ideal), assigning trained CTW graduate student(s) to sections with more than 25 students, and having department or college CTW staff consultant(s) work with sections over 25 students. In some cases, it may be appropriate for the instructors of CTW courses capped at 25 to have
assistance. In these cases, Departments and colleges may petition the Gen Ed Subcommittee and the Provost for additional funding.

CTW training will be available to faculty, graduate students, and staff who are working in CTW courses. Departments must use university-wide CTW training or alternative training approved by the Gen Ed Subcommittee.

Admissions and Standards adjourned and the CAP-only portion of the meeting began at 4:10 p.m.

- **Approval of Minutes**
The minutes of the February 20, 2007 meeting were approved.

- **Consideration of a motion from the Graduate Council to establish an Executive Doctorate in Business**
CAP considered and unanimously approved the proposal from the Graduate Council to establish an Executive Doctorate in Business. Appreciation was expressed to Arun Rai. The approved proposal will be forwarded to Provost Ron Henry for the Board of Regents.

- **M.S. in Information Systems Audit and Control**
CAP considered and unanimously approved the proposal from the Graduate Council to establish an MS in Information Systems Audit and Control. An updated version of the proposal with the correct title of the program will be sent to Tim Renick.

- **APRC report on the Middle East Institute**
CAP considered and unanimously approved the APRC report on the Middle East Institute. Dona Steward expressed thanks to Denise Donnelly, Mary Ann Gaunt and Mike Metzler for their work on the report. Tim Renick will remove the track changes feature in the Word document.

- **APRC Report on Computer Science**
CAP considered and unanimously approved the APRC report on Computer Science. Appreciation was expressed to Faye Borthick, Leonard Teal and Kelly Timmons on the work.

There was no additional business. Tim stated several proposals for consideration will be coming from APRC and Graduate Council in the coming weeks.

The meeting was adjourned at 4:20.