Critical Capacities and Skills – (CCS 5) – Oral/Written Communication

Description:

"Students will learn to communicate effectively with others when figuring out solutions to complex problems."

Intended learning outcomes:

A. Oral and Written Communication
Students will demonstrate:

1. competent content development and organization.
2. the appropriate use of sources and evidence.
3. the use of syntax, grammar, and delivery appropriate for discipline and audience.

Course Guidelines:

1. The course must provide students with an assignment that requires them to demonstrate effective communication skills in written or oral formats.

Application for Inclusion in MSU Centennial Curriculum

Area: CCS5 Oral/Written Communication

Course: Contact Person

Proposing Department:

Attach to this form the following:

1. Core syllabus **common to all sections of the proposed course.**
2. Narrative that explain how the proposed course addresses the description, learning outcomes, and course guidelines.
3. Description of a specific student work product/assignment common to all sections of the proposed course that can be evaluated to determine a student's mastery of the learning outcomes.

    Area specific details:

    CCS 5 requires students to demonstrate the ability to communicate effectively with others when figuring out solutions to complex problems.

Assessment Rubrics for CCS 5:

Oral/Written Communication Skill	Advanced (4)	Sufficient (3)	Basic (2)	Insufficient (1)
Targeting	Demonstrates a thorough understanding of the audience and the purpose of the writing/presentation.	Demonstrates adequate understanding of the audience and purpose of the writing/presentation.	Demonstrates awareness of audience and purpose.	Demonstrates minimal attention to audience and purpose.
Content Development and Organization	Develops appropriate, relevant, and compelling content that is organized and developed in a logical sequence.	Develops appropriate and relevant content that is organized and developed in a logical sequence.	Develops appropriate content that is somewhat organized and developed.	Develops appropriate content to develop only very simple ideas and is poorly organized.
Sources and Evidence	Demonstrates skillful use of high quality, credible, relevant sources.	Demonstrates consistent use of credible and relevant sources.	Demonstrates an attempt to use credible and relevant sources.	Demonstrates an attempt to use sources to support ideas.
Syntax, Grammar, and Delivery	Uses graceful language that communicates with clarity and fluency.	Uses straightforward language that conveys meaning.	Uses language that generally conveys meaning but includes some errors.	Uses language that sometimes impedes meaning because of errors in language.

General Education Approval Tracking Form

As of 26 January 2014

Course Subject and Number:_____Number of Credits: _____

Course Title: _____

Check only one of the topic areas below. If a course is going to meet more than one topic area below please use a separate form for each topic area.

Required Core
▭ ENGL 110
▭ ENGL 120
▭ COMM 110
▭ MATH _____
▭ INT 110/310

Critical Capacities (CCS) Skills
▭ CCS1 Problem Solving
▭ CCS2 Information Literacy
▭ CCS3 Critical Reading
▭ CCS4 Quantitative Literacy
▭ CCS5 Oral/Written Communications
▭ CCS6 Collaboration

Foundational Content
▭ FC1 Arts & Humanities
▭ FC2 Lab Science
▭ FC3 Social Science
▭ FC3 History

Personal and Social Responsibility (PSR)
▭ PSR1 Relationships and Value Systems
▭ PSR2 Responding to Community Needs
▭ PSR3 Individual Well-Being

Interconnecting Perspectives (IP)
▭ IP1 Knowledge
▭ IP2 Experience

Form Submitter: _____

_____
General Education Chair Signature and Date

_____
Faculty Senate Secretary Signature and Date

_____
Vice President of Academic Affairs Signature and Date