

Policy on J-Course and JE-Course Criteria  
*Amended by UCC, 10/13/20 (first reading)*

General education components for a course must be specified by completing the “General Education” portion of the OCEAN document, either at the time a new course is created, or during a course change. ICC forwards all requests for new General Education designations and changes in General Education courses to the UCC General Education Committee for comment.

***Tier I Courses***

Junior-Level “J” Composition Courses

General Criteria

- The aims of the course are broad enough to justify its existence as a writing course fulfilling a University-wide requirement.
- The department considers the course an important component of its program.
- Instruction in writing is the focus of the course. Therefore, writing is frequent, and at least 5,000 original words are assigned. The writing will be evaluated and revised.
- A variety of purposes and types of writing appropriate to the discipline should be assigned. Because the course fulfills a University requirement, the audience for the writing usually is imagined to be an intelligent and critical lay audience, rather than the teacher or some highly specialized members of the discipline.
- Enrollment should be limited to 20 students to encourage evaluation and revision, critical thinking, and interaction. The maximum enrollment is 25.
- The instructor is interested in the craft of writing and in helping students achieve higher levels of competence as writers.

Suggestions for Good Writing Instruction

- The goal is writing that is readable, lucid, and logical and seeks applicability across the disciplines.
- Matters of mechanics, grammar, and spelling receive appropriate attention.
- Some subjects or purposes of the writing assignments are initiated by the students.
- Teacher/student responses to writing and rewriting are integral components of the course.
- The student’s writing is discussed with the teacher both in class and in individual conferences.
- The teacher distributes a syllabus with clear explanations of assignments and criteria the instructor uses to evaluate their writing.

***Junior Composition Equivalency Courses (JE courses)***

In the fall of 2011, the Faculty Senate passed and EVPP Benoit signed a resolution establishing a category of Tier I composition courses at the undergraduate level called Junior Composition Equivalency courses—JE courses. JE courses are writing-intensive courses that are typically within a student's major program.<sup>1</sup> Successful completion of two JE courses fulfills the Tier I Junior Composition (J-course) requirement. Students may now use JE courses in their major to

meet the J-course requirement.

#### Requirements for JE courses

- The JE course must have a minimum of 2 semester credit hours.
- The course enrollment is limited to 25. A department/school may request an exemption from this requirement; if so, the course proposal should explain how the structure of the course would allow for rigorous evaluation of student writing (e.g., break-out sections).
- The course content submitted must detail how the course fulfills the following:
  - a specific percentage of class time is devoted to discussions of writing.
  - each student will produce several minor or one major piece of work, comprising at least 10-15 total pages of original writing.
  - each student will have the opportunity to revise and resubmit written work.
  - peer critique, where appropriate, is used as a pedagogical strategy.

#### Completing the Junior-Level Composition Requirement (any one of the following)

- Passing a course approved as Advanced Writing in the OHIO BRICKS program.
- Passing an approved “J” course
- Passing two “JE” courses within their program of study
- Passing one “JE” course within their program of study and one “JE” course outside their program of study approved by their department or school.