# http://www.ric.edu/webcommunications/images/SealWithText_Small_Black.pngUNDERGRADUATE CURRICULUM COMMITTEE (UCC) PROPOSAL FORM

## Cover page scroll over blue text to see further important [instructions](#instructions): [if not working select “COMMents on rollover” in your Word preferences under view] **please read these.**

**N.B. ALL numbered categories in section (A) must be completed. Please do not use highlight to select choices within a category but simply delete the options that do not apply to your proposal (e.g. in A.2 if this is a course revision proposal, just delete the creation and deletion options and the various program ones, so it reads “course revision”) Do not delete any of the numbered categories—if they do not apply leave them blank. If there are no resources impacted please put “none” in each A. 7 category.**

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
| A.1. [Course or program](#Proposal) | **English BA MajorS (Basic ENGLISH as well as concentrations in Creative writing and Professional Writing), and ENGL 477 Internship in professional writing** | | | |  |
| [Replacing](#Ifapplicable) |  | | | |
| A. 1b. Academic unit | **Faculty of Arts and Sciences |** | | | |  |
| A.2. [Proposal type](#type) | **Program:** [**revision**](#revision)**|**  **Course: revision** | | | |  |
| A.3. [Originator](#Originator) | **Sue Abbotson** | [Home department](#home_dept) | **English (Chair of Department Curriculum Committee)** | | |
| A.4. [Context and Rationale](#Rationale)  Note: Must include additional information in smart tip for all [new programs](#type) | **The department would like to revise the three programs it offers—English (that focuses on Literature and critical writing); and its concentrations in Creative Writing, and Professional Writing––to make each more flexible in terms of scheduling and to create opportunities for students to take a wider variety of courses that will allow them to complete in a timely fashion. With greater choice, we can schedule fewer classes, to ensure enrollment, but actually offer the students more possible classes that they can take. Each program will retain its key identity to encourage students to develop expertise in their chosen field and to show this focus on their transcript, as well as offer opportunities for internships (which we shall recommend in all three) that will bolster their experience in whichever program they choose. To achieve this goal, we have relaxed the number of “required” courses for each program and allowed for more potential crossover between the three to round out their “English” experience. We have also reduced overall credits for all three from 44 to 40 total credits. We are not going to require the ONE credit Professional Development in the Humanities course, ENGL 203, but shall recommend that all ENGL majors take it as an elective. Similarly, we shall also be recommending the ENGL 477 Internship course to all majors, but only require it in the Professional Writing.** | | | | |
| A.5. [Student impact](#student_impact)  Must include to explain why this change is being made? | **This will ensure students do not get stuck when a specific course cannot be offered every semester as it will allow them more choice in the courses they select, so that they can complete their requirements without unnecessary delay.** | | | | |
| A.6. [Impact on other programs](#impact) | **None** | | | | |
| A.7. [Resource impact](#Resource) | [*Faculty PT & FT*:](#faculty) | **This will allow for scheduled classes to be able to run (with sufficient enrollment) so faculty will be able to manage their FLH more easily.** | | | |
| [*Library*:](#library) | **None** | | | |
| [*Technology*](#technology) | **None** | | | |
| [*Facilities*](#facilities): | **None** | | | |
| A.8. [Semester effective](#Semester_effective) | **Fall 2023** | A.9. [Rationale if sooner than next Fall](#Semester_effective) | |  | |
| A.10. INSTRUCTIONS FOR CATALOG COPY: Use the Word copy versions of the catalog sections found on the UCC Forms and Information page. Cut and paste into a single file **ALL the relevant pages from the college catalog that need to be changed.** Use tracked changes feature to show how the catalog will be revised as you type in the revisions. If totally new copy, indicate where it should go in the catalog. If making related proposals a single catalog copy that includes all changes is preferred. Send catalog copy as a separate single Word file along with this form. | | | | | |
| A.11. List here (with the relevant urls), any RIC website pages that will need to be updated (to which your department does not have access) if this proposal is approved, with an explanation as to what needs to be revised: | | | | | |
| A. 12 **Check to see if your proposal will impact any of our** [**transfer** **agreements,**](file:///Users/SAbbotson/Documents/Curriculum/ManualandWebsite/transfer%20agreements) **and if it does explain in what way. Please indicate clearly what will need to be updated.** | | | | | |
| A. 13 Check the section that lists “Possible NECHE considerations” on the UCC Forms and Information page and if any apply, indicate what that might be here and contact Institutional Research for further guidance. | | | | | |

B. [NEW OR REVISED COURSES](#delete_if)  **Delete section B if the proposal does not include a new or revised course. As in section A. do not highlight but simply delete suggested options not being used. Always fill in b. 1 and B. 3 for context. NOTE: course learning outcomes and topical outlines only needed for new or substantially revised courses.**

|  | Old ([for revisions only](#Revisions)) ONLY include information that is being revised, otherwise leave blank. | New Examples are provided within some of the boxes for guidance, delete just the examples that do not apply. |
| --- | --- | --- |
| B.1. [Course prefix and number](#cours_title) | **ENGL 477** |  |
| B.2. Cross listing number if any |  |  |
| B.3. [Course title](#title) | **Internship in Professional Writing** |  |
| B.4. [Course description](#description) | Experiential learning capstone for English students in Professional Writing concentration. Students attend a weekly face-to-face or online 1-hour seminar. Additional 12 contact hours. | Experiential learning capstone for English students in their Junior or Senior year. Students attend a weekly face-to-face or online 1-hour seminar. Additional 12 contact hours. |
| B.5. [Prerequisite(s)](#prereqs) | For Professional Writing majors/minors ENGL 222W and ENGL 378 or ENGL 378W; a minimum GPA of 3.0 and/or permission of department chair or instructor. For any other majors a minimum GPA of 3.0 and permission of department chair or instructor. | Minimum GPA of 3.0 and permission of department chair or instructor. |
| B.6. [Offered](#Offered) |  |  |
| B.7. [Contact hours](#contacthours) |  |  |
| B.8. [Credit hours](#credits) |  |  |
| B.9. [Justify differences if any](#differences) |  | |
| B.10. [Grading system](#grading) |  |  |
| B.11. [Instructional methods](#instr_methods) |  |  |
| B.11.a [Delivery Method](#instr_methods) |  |  |
| B.12. CATEGORIES  12. a. [How](#required) to be used | **Required for major/minor |Restricted elective for major/minor |** | **Required for major |Restricted elective for major/minor |** |
| 12 b. Is this an Honors  course? | **| NO** |  |
| 12. c. [General Education](#ge)  N.B. Connections must include at  least 50% Standard Classroom  instruction. | **| NO** |  |
| 12. d. Writing in the  Discipline (WID) | **YES |** |  |
| B.13. [How will student performance be evaluated?](#performance) |  |  |
| B.14 [Recommended class-size](#class_size" \o "Check appendix XVIII in the UCC Manual for Best Practices) |  |  |
| B.15. [Redundancy statement](#competing) |  |  |
| B. 16. Other changes, if any |  | |

### C. [Program Proposals](#program_proposals) **Complete only what is relevant to your proposal. Delete section C if not needed. PLease add in the 2020 CIP number for MAJOR revisions or new programs in C. 2; these can be found at** [**https://nces.ed.gov/ipeds/cipcode/browse.aspx?y=56**](https://nces.ed.gov/ipeds/cipcode/browse.aspx?y=56) **consult with Institutional research to be sure you select the correct one.**

|  | [Old (for revisions only)](#old_program) | New/revised |
| --- | --- | --- |
| C.1. [Enrollments](#enrollments)  Must be completed. | **English 50**  **Creative Writing 30**  **Professional Writing 4**  **(Also 150 Secondary Ed. students take most of these courses)** |  |
| C. 2. [2020 CIP number](#CIPnumber" \o "THESE CAN BE FOUND AT HTTPS://NCES.ED.GOV/IPEDS/CIPCODE/BROWSE.ASPX?Y=56 CONSULT WITH INSTITUTIONAL RESEARCH TO BE SURE YOU SELECT THE CORRECT ONE.) | **n/a** |  |
| C.3. [Admission requirements](#admissions) |  |  |
| C.4. [Retention requirements](#retention) |  |  |
| C.5. [Course requirements](#course_reqs) for each program option. Show the course requirements for the whole program here. | English B.A.  Course Requirements  Courses   |  |  |  |  | | --- | --- | --- | --- | | ENGL 200W | Reading Literature and Culture | 4 | F, Sp | | ENGL 208 | British Literature | 4 | Annually | | ENGL 209 | American Literature | 4 | Annually | | ENGL 300W | Introduction to Theory and Criticism | 4 | F, Sp | | ENGL 460W | Seminar in English | 4 | F, Sp |   ONE COURSE from:   |  |  |  |  | | --- | --- | --- | --- | | ENGL 220W | Introduction to Creative Writing | 4 | F, Sp | | ENGL 222W | Introduction to Professional Writing | 4 | Annually | | ENGL 230W | Workplace Writing | 4 | F, Sp, Su | | ENGL 231W | Multimodal Writing | 4 | Alternate years | | ENGL 232W | Public and Community Writing | 4 | Alternate years | | ENGL 233W | Writing for the Health Professions | 4 | F, Sp, Su | | ENGL 250 | Topics Course in Writing | 4 | As needed | | ENGL 492 | Independent Study II | 4 | As needed |     TWENTY ADDITIONAL CREDIT HOURS  Twenty additional credit hours in English at the 300- or 400-level, of which a minimum of THREE courses should be in Literature, including ONE from ENGL 301, ENGL 304, ENGL 305, ENGL 306, ENGL 335, ENGL 345, or ENGL 346.  NOTE: ENGL 300 must be taken by the time a student reaches 75 credits.  Course Requirements for English B.A.—with Concentration in Creative Writing  Courses   |  |  |  |  | | --- | --- | --- | --- | | ENGL 200W | Reading Literature and Culture | 4 | F, Sp | | ENGL 220W | Introduction to Creative Writing | 4 | F, Sp | | ENGL 310 | Readings for Writers | 4 | Annually | | ENGL 460W | Seminar in English | 4 | F, Sp |   ONE COURSE from   |  |  |  |  | | --- | --- | --- | --- | | ENGL 208 | British Literature | 4 | Annually | | ENGL 209 | American Literature | 4 | Annually | | ENGL 210 | Children’s Literature: Interpretation and Evaluation | 4 | Annually | | ENGL 212 | Adolescent Literature: Images of Youth | 4 | Annually | | ENGL 222W | Introduction to Professional Writing | 4 | Annually | | ENGL 230W | Workplace Writing | 4 | F, Sp, Su | | ENGL 231W | Multimodal Writing | 4 | Alternate years | | ENGL 232W | Public and Community Writing | 4 | Alternate years | | ENGL 233W | Writing for the Health Professions | 4 | F, Sp, Su | | ENGL 250 | Topics Course in Writing | 4 | As needed |   THREE COURSES from   |  |  |  |  | | --- | --- | --- | --- | | ENGL 371W | Intermediate Creative Writing, Fiction | 4 | F, Sp | | ENGL 372W | Intermediate Creative Writing, Poetry | 4 | F, Sp | | ENGL 373W | Intermediate Creative Writing, Nonfiction Prose | 4 | As needed | | ENGL 461W | Advanced Workshop in Creative Writing | 4 | As needed |   Note: ENGL 371, ENGL 372, ENGL 373: May be repeated for credit. Students must choose at least two different courses from this list.  ONE COURSE from   |  |  |  |  | | --- | --- | --- | --- | | ENGL 300W | Introduction to Theory and Criticism | 4 | F, Sp | | ENGL 350 | Topics Course in English | 4 | As needed | |  |  |  |  | | ENGL 375 | Shoreline Production: Selection and Editing | 2 | F | |  | -And- |  |  | | ENGL 376 | Shoreline Production: Design and Distribution | 2 | Sp | |  |  |  |  | | ENGL 378W | Advanced Workshop in Professional Writing | 4 | Alternate years | | ENGL 379W | Rhetoric for Professional Writing | 4 | Alternate years | | ENGL 432 | Studies in the English Language | 4 | As needed | | ENGL 450 | Advanced Topics in English | 4 | As needed | | ENGL 477W | Internship in Professional Writing | 4 | As needed |   ENGL 350 and ENGL 450: When on appropriate topic.  TWO COURSES in literature or theory at the 300- or 400-level.    Course Requirements for English B.A. with Concentration in Professional Writing  Courses   |  |  |  |  | | --- | --- | --- | --- | | ENGL 200W | Reading Literature and Culture | 4 | F, Sp | | ENGL 222W | Introduction to Professional Writing | 4 | Annually | | ENGL 300W | Introduction to Theory and Criticism | 4 | F, Sp | | ENGL 378W | Advanced Workshop in Professional Writing | 4 | Alternate years | | ENGL 379W | Rhetoric for Professional Writing | 4 | Alternate years | | ENGL 460W | Seminar in English | 4 | F, Sp | | ENGL 477W | Internship in Professional Writing | 4 | As needed |   TWO COURSES from   |  |  |  |  | | --- | --- | --- | --- | | ENGL 220W | Introduction to Creative Writing | 4 | F, Sp | | ENGL 230W | Workplace Writing | 4 | F, Sp, Su | | ENGL 231W | Multimodal Writing | 4 | Alternate years | | ENGL 232W | Public and Community Writing | 4 | Alternate years | | ENGL 233W | Writing for the Health Professions | 4 | F, Sp, Su | | ENGL 250 | Topics Course in Writing | 4 | As needed |   TWO COURSES from   |  |  |  |  | | --- | --- | --- | --- | |  | Any ONE ENGL literature course at the 200 or 300 level |  |  | |  | -Or- |  |  | | ENGL 350 | Topics Course in English | 4 | As needed | |  |  |  |  | | ENGL 373W | Intermediate Creative Writing, Nonfiction Prose | 4 | As needed | |  |  |  |  | | ENGL 375 | Shoreline Production: Selection and Editing | 2 | F | |  | -And- |  |  | | ENGL 376 | Shoreline Production: Design and Distribution | 2 | Sp | |  |  |  |  | | ENGL 432 | Studies in the English Language | 4 | As needed | | English B.A.  Course Requirements  Courses   |  |  |  |  | | --- | --- | --- | --- | | ENGL 200W | Reading Literature and Culture | 4 | F, Sp | | ENGL 300W | Introduction to Theory and Criticism | 4 | F, Sp | | ENGL 460W | Seminar in English | 4 | F, Sp |   ONE COURSE from:   |  |  |  |  | | --- | --- | --- | --- | | ENGL 220W | Introduction to Creative Writing | 4 | F, Sp | | ENGL 222W | Introduction to Professional Writing | 4 | Annually | | ENGL 230W | Workplace Writing | 4 | F, Sp, Su | | ENGL 231W | Multimodal Writing | 4 | Alternate years | | ENGL 232W | Public and Community Writing | 4 | Alternate years | | ENGL 233W | Writing for the Health Professions | 4 | F, Sp, Su | | ENGL 250 | Topics Course in Writing | 4 | As needed | | ENGL 492 | Independent Study II | 4 | As needed |   ONE COURSE from:   |  |  |  | | --- | --- | --- | | ENGL 208 | British Literature | 4 | | ENGL 209 | American Literature | 4 | | ENGL 210 | Children’s Literature: Interpretation and Evaluation | 4 | | ENGL 212 | Adolescent Literature: Images of Youth | 4 |   TWENTY ADDITIONAL CREDIT HOURS  Twenty additional credit hours of ENGL courses. A minimum of sixteen credits must be at the 300- or 400-level (and at least TWO of these must be in Literature). ONE may be an additional 200-level course\* 20  \*We recommend the ENGL 477W Internship in Professional Writing as part of the additional 20-credits  Note: All ENGL majors should consider taking the one credit ENGL 203 (offered Fall) as an elective within their first two years.  Course Requirements for English B.A.—with Concentration in Creative Writing  Courses   |  |  |  |  | | --- | --- | --- | --- | | ENGL 200W | Reading Literature and Culture | 4 | F, Sp | | ENGL 220W | Introduction to Creative Writing | 4 | F, Sp | | ENGL 460W | Seminar in English | 4 | F, Sp |   TWO COURSES from   |  |  |  |  | | --- | --- | --- | --- | | ENGL 371W | Intermediate Creative Writing, Fiction | 4 | F, Sp | | ENGL 372W | Intermediate Creative Writing, Poetry | 4 | F, Sp | | ENGL 373W | Intermediate Creative Writing, Nonfiction Prose | 4 | As needed | | ENGL 461W | Advanced Workshop in Creative Writing | 4 | ENGL 461W |   TWENTY ADDITIONAL CREDIT HOURS  Twenty additional credit hours of ENGL courses. A minimum of sixteen credits must be at the 300- or 400-level, which may include more 37X workshop courses which can be repeated for credit. ONE may be an additional 200-level course\* 20  \*We recommend the ENGL 477W Internship in Professional Writing as part of the additional 20-credits, and/or both ENGL 375 and ENGL 376 Shoreline Production.  NOTE: All ENGL majors should consider taking the one credit ENGL 203 (offered Fall) as an elective within their first two years.  Course Requirements for English B.A. with Concentration in Professional Writing  Courses   |  |  |  |  | | --- | --- | --- | --- | | ENGL 200W | Reading Literature and Culture | 4 | F, Sp | | ENGL 222W | Introduction to Professional Writing | 4 | Annually | | ENGL 378W | Advanced Workshop in Professional Writing | 4 | Alternate years | | ENGL 379W | Rhetoric for Professional Writing | 4 | Alternate years | | ENGL 460W | Seminar in English | 4 | F, Sp | | ENGL 477W | Internship in Professional Writing | 4 | ENGL 477W |   SIXTEEN ADDITIONAL CREDIT HOURS  Sixteen additional credit hours of ENGL courses. A minimum of eight credits must be at the 300- or 400-level. Up to eight credits may be additional 200-level courses\* 16  NOTE: All ENGL majors should consider taking the one credit ENGL 203 (offered Fall) as an elective within their first two years. |
| C.6. [Credit count](#credit_count) for each program option | **44** | **40** |
| C.7. Program Accreditation (if relevant) |  |  |
| C.8 Is it possible that the program will be more than 50% online (includes hybrid)?\* | **NO** | **NO** |
| C.9 Will any classes be offered at sites other than RIC campus or the RI Nursing Ed. Center?\* | **NO** | **NO** |
| C. 10. Do these revisions reflect more than 25% change to the [program?\*](file:///Users/sabbotson/Documents/Curriculum/Program%20goals) | **NO** | **NO** |
| C.11. [Program goals](file:///Users/sabbotson/Documents/Curriculum/Program%20goals)  Needed for all new programs |  |  |
| C.12. Other changes if any |  |  |

\* If answered YES to either of these questions will need to inform Institutional Research and get their acknowledgement on the signature page.

## D. Signatures

* **Changes that affect General Education in any way MUST be approved by ALL Deans and COGE Chair**.
* Changes that directly impact more than one department/program MUST have the signatures of all relevant department chairs, program directors, and their relevant dean (e.g. when creating/revising a program using courses from other departments/programs). Check UCC manual 4.2 for further guidelines on whether the signatures need to be approval or acknowledgement.
* Proposals that do not have appropriate approval signatures will not be considered.
* Type in name of person signing and their position/affiliation.
* Send electronic files of this proposal and accompanying catalog copy to [curriculum@ric.edu](mailto:curriculum@ric.edu) to the current Chair of UCC. Check UCC website for due dates. Do NOT convert to a .pdf.

##### D.1. Approvals: required from programs/departments/deans who originate the proposal. THESE may include multiple departments, e.g., for joint/interdisciplinary proposals.

| Name | Position/affiliation | [Signature](#_Signature" \o "Insert electronic signature, if available, in this column) | Date |
| --- | --- | --- | --- |
| Alison Shonkwiler | Chair of English | \*Approved by e-mail | 12/7/2022 |
| Earl Simson | Dean of FAS | \*Approved by e-mail | 12/12/2022 |

##### D.2. [Acknowledgements](#acknowledge): REQUIRED from OTHER PROGRAMS/DEPARTMENTS (and their relevant deans if not already included above) that are IMPACTED BY THE PROPOSAL. SIGNATURE DOES NOT INDICATE APPROVAL, ONLY AWARENESS THAT THE PROPOSAL IS BEING SUBMITTED. CONCERNS SHOULD BE BROUGHT TO THE UCC COMMITTEE MEETING FOR DISCUSSION; all faculty are welcome to attend.

| Name | Position/affiliation | [Signature](#Signature_2) | Date |
| --- | --- | --- | --- |
|  |  |  |  |