# 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. DO NOT USE HIGHLIGHT, where choices are given within categories, please DELETE those THAT DO NOT APPLY TO YOUR PROPOSAL. Do not delete numbered categories.**

**ALL numbers in section (A) to be completed, including the impact ones (#5-7), put “none” if that is the case.**

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
| A.1. [Course or program](#Proposal) | BA English concentration in professional writing | | | |  |
| [Replacing](#Ifapplicable) |  | | | |
| A.2. [Proposal type](#type) | **Program:** [**creation**](#creation) **|** | | | |
| A.3. [Originator](#Originator) | **Joseph Zornado** | [Home department](#home_dept) | **English** | | |
| A.4. [Context and Rationale](#Rationale) | The English Department substantially revised its Literature Major and Creative Writing Concentration in the last academic year. The creation of the Professional Writing Concentration signifies the completion of these three tracks through the new English Major.  The Professional Writing Concentration prepares students for communicating effectively in 21st century workplaces with a focus on the production of professional genres of writing across varied contexts. Grounded in rhetorical principles, the Professional Writing concentration offers students the opportunity to develop skills, habits, and dispositions of professional writers in order to prepare them for a wide range of careers in fields like digital media and publishing, non-profit and advocacy, and technical and scientific communication. Beyond these, the concentration gives students the tools and knowledge to succeed as professionals.  The Professional Writing Concentration represents the English Department’s continuing effort to serve students who would like to see a more direct connection between an English Degree and employment opportunities. The department also plans to schedule courses outside regular business hours and on-line in order to make it possible for non-traditional and working students to complete their degree. | | | | |
| A.5. [Student impact](#student_impact) | Students majoring in English can choose to concentrate on Professional Writing as English majors, while also offering professional writing opportunities to literature majors. Further, students in the sciences, Communication, Business, History, Political Science among others can choose to focus on professional writing and production as a way to enhance their writing skills within their discipline, and later, in their professions, and may also be interested in Professional Writing as a double-major or as a minor. | | | | |
| A.6. [Impact on other programs](#impact) | The Professional Writing Concentration aligns with the revised English Major. Dean of School of Business is being given an acknowledgement signature to make sure the School of Business is aware of this new opportunity. | | | | |
| A.7. [Resource impact](#Resource) | [*Faculty PT & FT*](#faculty): | **Current English Faculty will teach the courses.** | | | |
| [*Library*:](#library) | **None** | | | |
| [*Technology*](#technology) | **None** | | | |
| [*Facilities*](#facilities): | **None** | | | |
| A.8. [Semester effective](#Semester_effective) | **Fall 2020** | A.9. [Rationale if sooner than next Fall](#Semester_effective) | |  | |
| A.10. INSTRUCTIONS FOR CATALOG COPY: This single file copy must include ALL relevant pages from the college catalog, and show how the catalog will be revised. (1) Go to the “Forms and Information” page on the UCC website. Scroll down until you see the Word files for the current catalog. (2) Download ALL catalog sections relevant for this proposal, including course descriptions and/or other affected programs. (3) Place ALL relevant catalog copy into a single file. Put page breaks between sections and **delete any catalog pages not relevant for this proposal**. (4) Using the track changes function, revise the catalog pages to demonstrate what the information should look like in next year’s catalog. (5) Check the revised catalog pages against the proposal form, especially making sure that program totals are correct if adding/deleting course credits. If new copy, indicate where it should go in the catalog. If making related proposals a single catalog copy that includes all is acceptable. Send as a separate single file along with this form. | | | | | |

### C. [Program Proposals](#program_proposals) **complete only what is relevant to your proposal. Delete this whole page if the proposal is not revising, creating, deleting or suspending any progam.**

|  | [Old (for revisions only)](#old_program) | New/revised |
| --- | --- | --- |
| C.1. [Enrollments](#enrollments) |  | **Estimated 30 a year** |
| C.2. [Admission requirements](#admissions) |  | **RIC admission requirements, nothing additional.** |
| C.3. [Retention requirements](#retention) |  | **RIC retention requirements, nothing additional. 2.0 GPA** |
| C.4. [Course requirements](#course_reqs) for each program option. Show the course requirements for the whole program here. |  | **Course requirements for English BA with Concentration in Professional Writing**  **Courses (24 credits)**  ENGL 200 Reading Literature and Culture (4 credits)  ENGL 222 Introduction to Professional Writing (4 credits) [NEW COURSE]  ENGL 300 Introduction to Theory and Criticism (4 credits)  ENGL 378 Advanced Workshop in Professional Writing (4 credits) [NOTE: NAME CHANGE]  ENGL 379 Rhetoric for Professional Writing (4 credits) [NOTE: NAME CHANGE]  ENGL 477 Internship in Professional Writing (4 credits) [NOTE: NAME CHANGE]  **TWO COURSES from (8 credits)**  ENGL 220 Introduction to Creative Writing (4 credits)  ENGL 230 Workplace Writing (4 credits) [NOTE: NAME CHANGE]  ENGL 231 Digital and Multimodal Writing (4 credits) [NAME CHANGE]  ENGL 232 Public and Community Writing (4 credits) [NAME CHANGE]  ENGL 250 Topics Course in English\* (4)  \*ENGL 250 When approved topic  **TWO COURSES from (8 credits)**  ENGL 350 Topics Course in English\*  **\*** ENGL 350when on appropriate topic  ENGL 373 Intermediate Creative Writing, Nonfiction Prose (4 credits)  ENGL 375 and 376 Shoreline Production (4 credits / 2 credits each course)  ENGL 432 Studies in the English Language (4 credits)  **ONE additional 200/300 level Literature Course (4 credits)** |
| C.5. [Credit count](#credit_count) for each program option |  | **Major: 44** |
| C.6. Other changes if any |  |  |
| C.7 [Program goals](file:///C:/Users/sabbotson/Documents/Curriculum/Program%20goals)  Needed for all new programs |  | 1. Understand writing as both an activity (something you do) and a subject of study (something into which you can inquire). 2. Develop a rhetorical disposition and frame of mind which understands writers as always engaged in the work of making meaning for particular audiences & purposes. 3. Practice “writing-to-learn” in order to understand writing as a knowledge-generating activity & method of critical thinking. 4. Engage with various communicative modes (i.e. visual, linguistic, aural) to meet the exigencies of rhetorical situations. 5. Develop knowledge of and practice with key aspects of document design. 6. Practice reflection as a critical process of writerly self-development. 7. Understand and appreciate the ethical dimensions of writing (i.e. to write is to propose a relationship with other human beings). 8. Understand and practice writing as an iterative and recursive process and writing development as an ongoing process of life-long learning. 9. Develop critical literacy skills in order to learn how to locate reliable information, learn from it, and write effectively about it. |

## 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) and a printed signature copy of this whole form to the current Chair of UCC. Check UCC website for due dates.

##### D.1. Approvals: required from programs/departments/deans who originate the proposal. 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 |  |  |
| Earl Simson | Dean of Arts and Sciences |  | Tab to add rows |

##### 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 |
| --- | --- | --- | --- |
| Jeff Mello | Dean of School of Business |  |  |
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