# 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) | **Professional Writing Minor** | | | |  |
| [Replacing](#Ifapplicable) | **Rhetoric and Writing Minor** | | | |
| A.2. [Proposal type](#type) | **Program:** [**revision**](#revision) | | | |
| A.3. [Originator](#Originator) | **Joseph Zornado** | [Home department](#home_dept) | **English** | | |
| A.4. [Context and Rationale](#Rationale) | **The English Department has created a new Professional Writing concentration and as such needs to revise the existing Rhetoric and Writing minor so as to align with the name of the new concentration and the new courses and sequence.** | | | | |
| A.5. [Student impact](#student_impact) | **Students may have a better understanding of how this minor could benefit them with this name change, and the additional required course will strengthen the actual program.** | | | | |
| A.6. [Impact on other programs](#impact) | 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) | |  | |

### 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) |  | **15** |
| 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. | Pick Two:  ENGL 230: Writing for Professional Settings  ENGL 231: Writing for Digital and Multimedia Settings  ENGL 232: Writing for the Public Sphere  Pick Two:  ENGL 350: Topics in English  ENGL 378: Studies in Composition  ENGL 379: Studies in Rhetoric  ENGL 477: Internship in Rhetoric and Writing | Requirements:  ENGL 222 Introduction to Professional Writing (4 credits) [NEW COURSE]  ENGL 378 Advanced Workshop in Professional Writing (4 credits) [NAME CHANGE]  ENGL 379 Rhetoric for Professional Writing (4 credits) [NAME CHANGE]  ENGL 477 Internship in Professional Writing (4 credits) [NAME CHANGE]  Pick Two:  ENGL 230 Workplace Writing (4 credits) [NAME CHANGE]  ENGL 231 Digital and Multimodal Writing (4 credits) [NAME CHANGE]  ENGL 232 Public and Community Writing (4 credits) [NAME CHANGE]  ENGL 350 Topics Course in English\*  **\*** ENGL 350when on appropriate topic |
| C.5. [Credit count](#credit_count) for each program option | **20** | **24** |
| C.6. Other changes if any |  |  |
| C.7 [Program goals](file://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 writing development as a 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 FAS |  | 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 |  |  |