## change of COURSE PROPOSAL FORM

|  |  |
| --- | --- |
| Academic area: | School of Arts, Humanities, and Social Sciences |
| PROGRAM: | ALL DEGREES |
| PROPOSEd by: | Amanda lehrian |
| PRESENTER: | Amanda Lehrian |
| SUBMISSION DATE: | 2/26/2014 |
| CURRENT COURSE PREFIX, NUMBER AND TITLE: | **ENC 1102 Composition II (Technical emphasis. This is not a change to the course name but a clarification to update the syllabus template)** |

### SECTION I

|  |  |
| --- | --- |
| TYPE(S) OF COURSE CHANGE: | TYPE PROPOSED CHANGE HERE FOR EACH ITEM CHECKED: |
|  | lecture/lab course must have “c” / lab course must have “l” |
|  | type new COURSE TITLE HERE |
|  | ENTER NEW SCHOOL, DIVISION, OR DEPARTMENT |
|  | LIST ALL PREREQUISITES IN SEQUENTIAL ORDER and include the minimum grade for each |
| **DO YOU ANTICIPATE THAT STUDENTS WILL BE TAKING ANY OF THE PREREQUISITES LISTED FOR THIS COURSE IN DIFFERENT PARTS OF THE SAME TERM?** | SELECT ANSWER |
|  | LIST ALL COREQUISITES IN SEQUENTIAL ORDER |
| **IS ANY COREQUISITE LISTED ON THIS COURSE LISTED AS A COREQUISITE ON ITS PAIRED COURSE?**  eXAMPLE: CHM 2032 IS A COREQUISITE FOR CHM 2032L AND CHM 2032L IS A COREQUISITE FOR CHM 2032. | SELECT ANSWER |
|  | Click here to ENTER THE NUMBER of CREDITS OR cLOCK HOURS |
|  | SELECT A CREDIT TYPE |
|  | Click here to enter CONTACT HOURS |
|  | SELECT GRADE MODE |
|  | |
| Type your course description as you would like it to appear in the catalog and syllabus. | |
|  | |
| Click here to enter topic outline. Feel free to use bullets to format the outline. | |

****

TYPE IN ALL OF THE LEARNING OUTCOMES, ASSESSMENTS, AND GENeral EDucation COMPETENCIES AS THEY SHOULD BE DISPLAYED IN THE SYLLABUS

|  |  |  |
| --- | --- | --- |
| LEARNING OUTCOMES | ASSESSMENTS | GENERAL EDUCATION COMPETENCIES |
| Students must demonstrate the ability to write persuasive and evaluative essays. | Students will write a minimum of four technical documents, which either evaluate or persuade and include but are not limited to a JAL, a memo, a researched report or proposal. | COM, TIM |
| Students must do research and effectively document sources using the standards of the Modern Language Association. | Students will complete a researched analytical report or proposal using MLA style. | CT, COM, TIM |
| Students must demonstrate the ability to write using correct grammar, word usage, and diction. | Students will write 4,000 words using a variety of modes and strategies, which will be evaluated for correct grammar, usage, and diction. | COM. TIM |
| Students must demonstrate the ability to use page design employing headings, subheadings, spacing, visuals, appropriate text size and fonts, and standards of professional written documents. | All of the written assignments will be graded on the appropriate use of page design including headings, subheadings, visuals, text size and font, and layout. | COM, TIM |
| Students must demonstrate the ability to analyze a reading selection and respond to it. | Students will be expected to read and analyze professionally written documents in various genres of technical communication and will demonstrate competency through testing and/or written assignments. | COM, CT, GSR |

### SECTION II (must complete each item below)

|  |  |
| --- | --- |
| If you intend to restrict student registration based on the students’ major(s), enter all applicable major restriction codes: | No |
| Is this an “International or Diversity Focus” course? | NO |
| Is this a General Education course? | YES |
| Is this a Writing Intensive course? | YES |
| Is this an Honors Course? | NO |
| Is this a Repeatable Course?\*  (A repeatable course may be taken more than one time for additional credits. For example, MUT 2641, a 3-credit hour course, can be repeated 1 time and a student can earn a maximum of 6 credits.)  \*not the same as Multiple Attempts or Grade Forgiveness  If “Yes”, what is the maximum number of credits a student can earn for this course? If “No”, enter NA. | NO  na |
| Will these changes have an impact on other courses, programs, departments, or budgets? | NO |
| If “Yes”, please explain or submit comments below, if no enter NA | |
| na | |
| If “Yes”, have you discussed this proposal with anyone (from other departments, programs, or other institutions) regarding the impact? Were any agreements made? | |
| CLICK HERE TO ENTER TEXT | |

### SECTION III (MUST COMPLETE EACH ITEM BELOW)

**PROVIDE JUSTIFICATION FOR EACH CHANGE ON THIS PROPOSED CURRICULUM ACTION (OTHER EXPLANATORY INFORMATION):**

Assessment 1: Provides more flexibility for specific documents being assigned  
Assessment 5: Adds more specific mention of actual type of assessment to be used

**nOTE:** Changes for the Fall 2014 Term must be submitted by the January 2014 deadline and approved no later than the February 2014 Curriculum Committee meeting prior to the start of the next academic year. Changes during mid-school year are NOT permitted. Extreme circumstances will require approval from the appropriate dean as well as the Vice President, Academic Affairs to begin in either the spring or summer term.

**TERM IN WHICH PROPOSED ACTION WILL TAKE PLACE:**

FALL 2015

TYPE IN TERM IF “EXCEPTION” AND OBTAIN BOTH SIGNATURES BELOW OR TYPE “NA”

**oRDER OF APPROVAL FOR EXCEPTIONS IS AS FOLLOWS:**

SIGNATURE #1 NEEDED FOR EFFECTIVE TERM EXCEPTION:

dean \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ dATE \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

SIGNATURE #2 NEEDED FOR EFFECTIVE TERM EXCEPTION:

VICE PRESIDENT, ACADEMIC AFFAIRS \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ dATE \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

**FACULTY ENDORSEMENTS:**PLEASE SEPARATE FACULTY MEMBERS WITH A COMMA



**DEPARTMENT CHAIR / PROGRAM COORDINATOR ENDORSEMENT:**

 2/26/2014

**DEAN ENDORSEMENT:**

 2/26/2014

**DEANS’ COUNCIL Representative:**

 4/8/2014

**FOR CURRICULUM COMMITTEE MEETING DATE: April 25, 2014**

Completed curriculum proposals must be uploaded to Dropbox by the deadline. Please refer to the *Curriculum Committee Critical Dates for Submission of Proposals* document available in the document manager in the MyEdisonState Portal:

* Document Manager
* VP Academic Affairs
* Curriculum Process Documents