

WRITING INTENSIVE (WI) COURSE PROPOSAL FORM (NON-DISCOVERY)

Please proceed through Sections A, C-E for all proposals (Include Section B *only* for fully online courses)

--Per Faculty Senate Motion XXIII-M7, existing WI courses migrating to fully online mode require new WI proposals and must conform to tenets in supplement B--

Submission Deadlines: Spring Implementation, October 1st; Fall Implementation, March 1st

A. ADMINISTRATIVE INFORMATION

COURSE TITLE: _____

Course Number: _____

College/School: _____

Credit Hours: _____

Dept/Program: _____

MODE:* Face to Face Blended/Hybrid Fully Online (See: B. Supplement for Online)

*For questions on mode definitions, refer to your college/school Dean's office or the Registrar's Office.

IMPLEMENTATION: Calendar Year: _____

Semester: Fall Spring Summer Session 2 (8 wks) Summer Session 3 (10 wks)

Will all sections be WI? Yes No If "No" Please Specify WI Section(s) _____

WI Duration: Always or End date: _____

Faculty name (please print): _____ **Signature:** _____

Chair name (please print): _____ **Signature:** _____

B. SUPPLEMENT FOR FULLY ONLINE WI COURSES

(Please provide *only* for fully online WI course proposals)

Enrollment Per Section: _____ Online WI Courses Are Capped at 24* **

Course Length (Weeks): _____ Online WI Courses Must Run For 8 or More Weeks*

*Per Faculty Senate Motion # XXIII-M7

** Although non-binding, the NCTE *Position Statement on Effective Principles and Practices for Online Writing Instruction* suggests a maximum of 20 students per section (15 preferred) with a total of 60 or fewer students per instructor, per semester/term.

C. WRITING INTENSIVE DOCUMENTATION

WI RATIONALE

Along with this cover sheet, please include a brief narrative explaining how course methods will incorporate attention to writing. The narrative should address each of the three Writing Intensive Guidelines (briefly summarized below):

WI Guideline 1. Students in the course should do substantial writing that enhances learning and demonstrates knowledge of the subject or the discipline. Writing should be an integral part of the course and should account for a significant part (approximately 50 percent or more) of the final grade.

WI Guideline 2. Writing should be assigned in such a manner as to require students to write regularly throughout the course. Major assignments should integrate the process of writing (prewriting, drafting, revision, editing). Students should be able to receive constructive feedback of some kind during the drafting/revising process to help improve their writing.

WI Guideline 3. The course should include both formal (graded) and informal (heuristic) writing. There should be papers written outside of class which are handed in for formal evaluation as well as informal assignments designed to promote learning, such as invention activities, in-class essays, reaction papers, journals, reading summaries, or other appropriate exercises.

WRITING GOALS AND OUTCOMES:

Please include a section with course writing goals and student learning outcomes for writing as part of the narrative.

D. SYLLABUS AND SUPPORTING MATERIAL:

Please include your syllabus along with any other relevant supporting materials (assignments, etc) that are available.

E. SEND TO DIRECTOR, UNH WRITING PROGRAMS

email: meaghan.dittrich@unh.edu

--or--

hardcopy: Dimond Library, Room 329

18 Library Way, Durham, NH 03824