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CURRICULUM PROPOSAL FORM 2001-2002

NON-GENERAL EDUCATION PROCESS A

DEADLINES: Deadline dates for 2001/2002 submissions: Regular proposals: October 19, 2001 to be implemented in Fall 2002; Short-Term proposals: December 7, 2001 to be implemented in Fall, 2002; Regular proposals February 15, 2002 to be implemented in Spring, 2003; March 22, 2002 for short-term courses to be implemented in Spring 2003.

PROPOSAL TITLE: Independent Study
(Under M.A. in Writing)

SPONSOR(S): Dr. Jeffrey Maxson

DEPARTMENT: Composition and Rhetoric

COLLEGE: Communication

IF LAS CHECK ONE: ___ History/Humanities ___ Math/Sciences ___ Social/Behavioral Sciences

Check one: ___ Undergraduate ___ X Graduate

THE ATTACHED **NON-GEN-ED** PROPOSAL IS BEST DESCRIBED BY THE ITEM(S) CHECKED.

X New non-gen-ed course

___ Short-term non-gen-ed course

___ Minor curricular changes (fewer than three) to:

___ existing non-gen-ed course

___ non-gen-ed degree requirements

___ major

___ minor, specialization, concentration, track, certificate program

DEPARTMENT
 (Signature indicates approval)

Dept. Curriculum Chair / Date *See below* 10-17-01

Dept. Chairperson / Date *James R. ...* 10-17-01

ACADEMIC DEAN

Approved X Not Approved ___ Comments: _____

Dean's Signature Date *[Signature]* _____

COLLEGE CURRICULUM COMMITTEE

Date of open hearing (if necessary) _____ Approved Not Approved _____
Comments:

Signature of College Chair/Date: Donald R. Hill 2/14/02

UNIVERSITY CURRICULUM COMMITTEE

Date Received/Processed _____
Comments:

Curriculum Chair Signature Annitta M. Reeves Date Announced At Senate 1/29/02

EXECUTIVE VICE PRESIDENT/PROVOST

Approved Not Approved _____ If no, reasons are as follows:

Student Credit Hours _____ Faculty Load Hours _____ Equalized Credit Hours _____

Official Copy & Approval Sheet Filed (Date): _____ Executive VP/Provost Signature/Date Ally Gyles Free
7/11/02

REGISTRAR

Date Approved Course Description Received _____ Hegis Taxonomy & Course Number Assigned 0601-615

Registrar Signature/Date Edie C. England Jr 7/17/02

NOTIFICATION FORWARD

Senate Curriculum Committee Chairperson Academic Dean(s) IRP
 Department Chairpersons Registrar CAP rev 7/23/02 _____ Sponsor(s)

COURSE PROPOSAL

1. Details

- a) Course Title: Independent Study
(under M.A. in Writing)
- b) Sponsor: Dr. Jeffrey Maxson
- c) Credit Hours: Variable
- d) Course Level: 600-level graduate
- e) Curricular Effect: Free elective/requirement in MA in Writing Program
- f) Prerequisites: Permission of Graduate Program Advisor
- g) Suggested Time/
Scale of Implementation: Fall 2002
- h) Resources: Teaching faculty are on staff.

2. Rationale:

At times, there is interest in particular subject areas that cannot be met by regular course offerings in the MA in Writing Program. Independent Study provides the opportunity for students, under the supervision of a faculty member, to propose an area of study, develop an appropriate study plan and carry out the project.

In addition, in some cases there are fewer students who want or need a particular course offering than the number required to mount the course as a regular offering. In such cases, the course may be offered as Independent Study to those who wish to enroll.

3. Essence of the Course:

a) Objectives:

Objectives vary with particular offering.

b) Topical Outline:

Varies with course offering.

c) Evaluation and Grading Procedures:

Varies with course offering.

d) Course Evaluation

Special Topics courses will be evaluated using the College of Communication student evaluation forms. Student evaluation forms will assess effectiveness of content and delivery, assignments and texts.

4. Results of Consultations

Consultations have been carried out within the Department and with the Journalism and Creative Writing Department. All have been supportive.

5. Additional Supporting Information


6. Course Description : Independent Study (M.A. ^{under} in Writing)

(Hegis number)

This course provides an opportunity for students, under the supervision of a faculty member, to identify an appropriate project area, develop an achievable plan, and carry out the project, submitting written reports at the conclusion and (optionally) at intervals throughout the project. (*Permission of Graduate Program Advisor.*)

Janice Rowan

Chair, Department of Composition and Rhetoric
College of Communication
Rowan University

Date: June 10, 2002
To: Dr. Helen Giles-Gee and Dr. Phillip Lewis
From: Janice Rowan 
Subject: Curriculum Proposals, Undergraduate, Composition and Rhetoric

Here are sheets which show the curricular impact of the course changes we have requested.

The yellow sheet shows our undergraduate major, Writing Arts, as it is now, prior to the changes (see circled areas).

The proposed changes, underlined on the white sheets, are of two kinds: adding Special Topics and Independent Study; moving the course Evaluating Writing from its place in Related Electives Bank III to a position as one of the five Major Requirements; and moving Creative Writing I as a choice (along with Creative Writing II) into Related Electives Bank I.

Through careful advisement, we plan to provide the best choices for our Coordinate Majors and Specialization students.

Student _____ Soc. Sec. No. _____ Date of Entry _____

Writing Arts

HOUSED IN THE DEPARTMENT OF COMPOSITION & RHETORIC
(ALSO COORDINATE FOR ELEMETARY EDUCATION MAJORS.)

(T= course used in transfer. ONLY TWO COURSES MAY TRANSFER IN THE MAJOR.)

MAJOR REQUIREMENTS (15 s.h.) Note: Prerequisites are in parentheses ().

- | | | |
|---|------------------|-------------|
| 1. MASS MEDIA (CC II or permission of instr.) | Date Taken _____ | Grade _____ |
| 2. COMM. THEORY (CC II or permission of instr.) | Date Taken _____ | Grade _____ |
| 3. WRITING, RESEARCH, & TECH. (CC I & CC II) | Date Taken _____ | Grade _____ |
| 4. THE WRITER'S MIND (CC II plus 45 s.h.) | Date Taken _____ | Grade _____ |
| 5. CREATIVE WRITING I (CC I) | Date Taken _____ | Grade _____ |

RELATED ELECTIVES I. (6 s.h.)

(SELECT 6 S.H. OR TWO COURSES FROM THE FOLLOWING OFFERINGS.)

- | | | |
|---|------------------|-------------|
| • WRITING FOR THE WORKPLACE (75 s.h.) | Date Taken _____ | Grade _____ |
| • WRITING WITH STYLE (CC I, CC II: 45 s.h.) | Date Taken _____ | Grade _____ |
| • WRITING CHILDREN'S STORIES (30 s.h.) | Date Taken _____ | Grade _____ |
| • JOURNALISTIC WRITING I (CC I & CC II) | Date Taken _____ | Grade _____ |
| • CREATIVE WRITING II (CC I) | Date Taken _____ | Grade _____ |

RELATED ELECTIVES II. (3 s.h.)

(SELECT 3 S.H. OR ONE COURSE FROM THE FOLLOWING OFFERINGS.)

- | | | |
|--|------------------|-------------|
| • INTRO TO ELECTRONIC MEDIA (CC I) | Date Taken _____ | Grade _____ |
| • INTRO TO ADVERTISING (30 s.h.) | Date Taken _____ | Grade _____ |
| • INTRO TO PUBLIC RELATIONS (MASS MEDIA) | Date Taken _____ | Grade _____ |
| • FICTION TO FILM (30 s.h.) | Date Taken _____ | Grade _____ |

Check the
other side!





June 13, 2002

Dr. Helen Giles-Gee
Provost
Rowan University
Bole Administration Building

Master of Arts in Writing

Dear Dr. Giles-Gee:

In response to your questions regarding the further impact of Special Topics and Independent Study classes on the Master of Arts in Writing, I consulted with the Registrar's Office and Interim Dean of the Graduate School Jay Kuder about the number of hours possible for each class.


Per the Registrar, students can take any number of Special Topics courses. These classes are differentiated by the last digits of the HEGIS numbering system. The Registrar notes the last two digits indicate different sections. Because the Master of Arts in Writing tracks are almost complete (only a few courses are still in the approval process), there would be a limit of two (2) Special Topics for students in our program. These courses would count in the student's Interdisciplinary section of the program. To complete the six credit hour Interdisciplinary component of the Master of Arts in Writing, students can select courses from the graduate catalog that best fit their future needs. Our Special Topics classes would apply to that area. Dean Kuder agreed this would be an appropriate use of Special Topics classes, and that the six credit hour limit is also appropriate.

The Independent Study offering is one that must be available but rare. As I stated in my previous memo, the program would only use the Independent Study in compelling instances. The Registrar has no limit on Independent Study hours, nor does The Graduate School. However, after consulting with Dean Kuder, he agrees with me that our program will not accept more than three credit hours of Independent Study. Furthermore, to ensure no abuses of the Independent Study course occurs, Independent Study can only be taken with the permission of the Graduate Program Advisor.

With regard to library resources, it is true that ten information architecture books are needed for the stacks. The general way we have handled this is to purchase these books through our departmental library budget. I would request these books in the next round of purchasing when the budget comes forward to department members in the fall. Additionally, I have talked with Dean Kuder, and if Program Improvement Funds are available through the Graduate School next year, I intend to request monies to purchase books for a small graduate library here in Hawthorn Hall.

Should you have other questions, please let Professor Janice Rowan know.

Best,


Diane Penrod, Ph.D.

Graduate Program Advisor
Master of Arts in Writing



June 11, 2002

Dr. Laretta Reeves
Chair
Curriculum Committee
Rowan University
Glassboro, NJ 08028

Master of Arts in Writing

Dear Laretta:

Pursuant to the Provost's request for the curricular impact three graduate courses, Information Architecture, Special Topics, and Independent Study, would have on the Master of Arts in Writing degree, enclosed are supporting materials.

Enclosed is the proposal for the forthcoming Professional and Technical Writing Track in the M.A. degree. This directly relates to the inclusion of the course, Information Architecture. Information Architecture is a class we have run as a Special Topics for two summers, and we find that between eight and ten students register for the three-week class. Students want to know more about Web site development, especially as to how this material connects to business-to-business situations. Information Architecture classes are popular with people in professional and technical writing concentrations, and no other institution in New Jersey offers such a class. The closest course is at Drexel University, and that does not focus on the writing and rhetorical aspects of Web architecture.

The Information Architecture class is populated mostly by master's students in Writing, but we have had many undergraduates sign up for the course. In addition, the Public Relations master's degree faculty would like to make this class available to their students. This class will update both degree programs to feature at least one class in Web studies.

Regarding the Special Topics and Independent Study requests, these two courses add valuable flexibility within the degree program. When we wish to pilot a new graduate class to meet changes in the Writing field, for instance, the Special Topics class allows us to "test out" the viability of running a new class before moving toward curriculum revision. Also, the Special Topics graduate classes permit instructors to put forward classes that are timely in the field or relate to a professor's research area, but do not warrant the development of a stand-alone course.

Additionally, a Special Topics graduate HEGIS number is required for students to receive credit from The Graduate School. At this time, several of our students have taken Special Topics classes using an undergraduate HEGIS number, and Graduate School faculty have told me that we must obtain a Special Topics HEGIS number immediately so this "cross registration" does not continue.