### Course Change Proposal Form A

**Academic Group (College):** College of Arts and Letters  
**Academic Organization (Department):** English  
**Date:** 11/10/09

<table>
<thead>
<tr>
<th>Type of Course Proposal:</th>
<th>Department Chair:</th>
<th>Submitted by:</th>
</tr>
</thead>
<tbody>
<tr>
<td>New X Change Deletion</td>
<td>Dr. Sheree Meyer</td>
<td>Dr. Dan Melzer</td>
</tr>
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</table>

**Does this course fulfill a requirement for single-subject or multiple subject credential students?** Yes No X

**For Catalog Copy:** Yes X No

**CCE:** Yes X No

**Semester Effective:** Fall 2010 Spring

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**Change from:**

<table>
<thead>
<tr>
<th>Subject Area (prefix) &amp; Catalog No. (course no):</th>
<th>Title:</th>
<th>Units:</th>
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**Change to:**

<table>
<thead>
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<th>Subject Area (prefix) &amp; Catalog No. (course no):</th>
<th>Title:</th>
<th>Units:</th>
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**ENGL121**

**Title:** Writing Center Tutoring

**Units:** 1

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**JUSTIFICATION:**

It's the norm at Writing Centers across the country to offer academic credit to students who regularly attend the Writing Center as a means to encourage students to get extra help with their college writing. By registering for ENGL195T, undergraduate students would get one unit of academic credit for attending the Writing Center an hour a week for the entire semester.

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**NEW COURSE DESCRIPTION:** (Not to exceed 80 words, and language should conform to catalog copy. See http://www.csus.edu/acaf/univmanual/crspsl.htm - Guidelines for Catalog Course Description)

One-on-one tutoring in reading and writing at the University Writing Center. Student writers will meet with an assigned tutor an hour a week. Topics could include understanding assignments, prewriting, revising, reading strategies, editing strategies, integrating research, etc. Students must sign up for a regular tutoring session time during week two of the semester at the University Writing Center, 128CLV.

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**Note:**

**Prerequisite:** None

**Corequisite:** None

**CAN (California Articulation Number):**

Graded: Letter ______ Credit/No Credit x________

Instructor Approval Required? Yes____ No x____

**Course Classification (e.g., lecture, lab, seminar, discussion):**

Lab S-36

Title for SIS+/CMS (not more than 30 characters)

Tutoring in reading and writing

**Cross Listed?**

Yes ____ No x____

If yes, do they meet together and fulfill the same requirement, and what is the other course.

**How Many Times Can This Course be Taken for Credit?** ______ multiple times

**Can the course be taken for Credit more than once during the same term?** Yes ____ No x____

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**FOR NEW COURSE PROPOSALS OR SUBSTANTIVE CHANGES ONLY:**

**Description of the Expected Learning Outcomes:** Describe outcomes using the following format: “Students will be able to: 1), 2), etc.”

See the example at http://www.csus.edu/acaf/example.htm

Students will be able to:
1. Understand writing assignments.
2. Develop reading strategies.
3. Draft and revise their writing.
4. Develop editing strategies.
5. Become more critically self-aware of their writing processes

**Attach a list of the required/recommended course readings and activities [Note: it is understood that these are updated and modified as needed by the instructor(s).] This attachment should be forwarded only to your Dean's office, not Academic Affairs.

Assessment Strategies: A description of the assessment strategies (e.g., portfolios, examinations, performances, pre-and post-tests, conferences with students, student papers) which will be used by the instructor to determine the extent to which students have achieved the learning outcomes noted above:

Students will receive credit if they miss no more than two tutoring sessions and come to each session prepared.

For whom is this course being developed?
Majors in the Dept _x_ Majors of other Depts _x_ Minors in the Dept ____ General Education _x_ Other ____
Is this course required in a degree program (major, minor, graduate degree, certificate)? Yes __ No _x_
If yes, identify program(s): major/certificate

Does the proposed change or addition cause a significant increase in the use of College or University resources (lab room, computer facilities, faculty, etc.)? Yes ___ No _x_
If yes, attach a description of resources needed and verify that resources are available.

Indicate which department or programs will be affected by the proposed course (if any). ____________ None

The Department Chair's signature below indicates that affected programs have been sent a copy of this proposal form.

Approvals: If proposed change, new course or deletion is approved, sign and date below. If not approved, forward without signing to the next reviewing authority, and attach an explanatory memorandum to the original copy.

Signatures:  
Department Chair: ___________________________  Date: 2/5/10
College Dean or Associate Dean: ___________________________  Date: 2/9/10
CPSP (for school personnel courses ONLY) ___________________________  Date: 2/9/10
Associate Vice President  
and Dean for Academic Programs

Distribution: Academic Affairs (original), Department Chair and College Dean. Dean’s office to send original after approval to Academic Affairs, at mail zip 6016. An electronic copy must also be sent.