ENGL 220P: PROFESSIONAL WRITING

In Workflow

1. ENGL Committee Chair (dwtoise@csus.edu)
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3. ALS College Committee Chair (rfisher@csus.edu)
4. ALS Dean (mwilson@csus.edu)
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11. PeopleSoft (PeopleSoft@csus.edu)

Approval Path

1. Fri, 20 Sep 2019 16:39:46 GMT
   David Toise (dwtoise): Approved for ENGL Committee Chair
2. Fri, 20 Sep 2019 16:59:00 GMT
   David Toise (dwtoise): Approved for ENGL Chair
3. Tue, 08 Oct 2019 22:43:03 GMT
   Robin Fisher (rfisher): Rollback to ENGL Chair for ALS College Committee Chair
4. Sun, 13 Oct 2019 16:10:24 GMT
   David Toise (dwtoise): Approved for ENGL Chair
5. Mon, 14 Oct 2019 03:35:14 GMT
   Robin Fisher (rfisher): Approved for ALS College Committee Chair
6. Mon, 14 Oct 2019 22:21:24 GMT
   Melinda Wilson Ramey (mwilson): Approved for ALS Dean

New Course Proposal

Date Submitted:Fri, 31 May 2019 22:31:51 GMT

Viewing:ENGL 220P : Professional Writing

Last edit:Sat, 12 Oct 2019 21:40:59 GMT

Changes proposed by: Samuel Dunn (223000323)

Contact(s):

Name (First Last)	Email	Phone 999-999-9999
Samuel Dunn	samuel.dunn@csus.edu	9162786247

Catalog Title:

Professional Writing

Class Schedule Title:

Professional Writing

Academic Group: (College)

ALS - Arts & Letters

Academic Organization: (Department)

English

Will this course be offered through the College of Continuing Education (CCE)?

No

Catalog Year Effective:

Fall 2020 (2020/2021 Catalog)

Subject Area: (prefix)

ENGL - English

Catalog Number: (course number)
220P

Course ID: (For administrative use only.)
TBD

Units:
4

In what term(s) will this course typically be offered?
Fall, Spring

Does this course require a room for its final exam?
Yes, final exam requires a room

Does this course replace an existing experimental course?
No

This course complies with the credit hour policy:
Yes

Justification for course proposal:
This course will be one of the required courses for the newly proposed MA in Professional Writing, Rhetoric, and Composition that is currently under review. Please see appropriate form B; a significant portfolio project that becomes part of a student's e-portfolio is included in the course.

Course Description: (Not to exceed 80 words and language should conform to catalog copy.)
Examines theories that inform the practices of professional writers and applies theoretical principles to some common professional writing genres used in career fields ranging from business to public relations to nonprofit management. Focuses on how business or technical communication is different from academic styles and introduces students to the current writing challenges and practices in these fields.

Are one or more field trips required with this course?
No

Fee Course?
No

Is this course designated as Service Learning?
No

Does this course require safety training?
No

Does this course require personal protective equipment (PPE)?
No

Does this course have prerequisites?
No

Does this course have corequisites?
No

Graded:
Letter

Approval required for enrollment?
No Approval Required

Course Component(s) and Classification(s):
Discussion

Discussion Classification
CS#04 - Lecture /Recitation (K-factor=1 WTU per unit)
Discussion Units
4

Is this a paired course?
No

Is this course crosslisted?
No

Can this course be repeated for credit?
No

Can the course be taken for credit more than once during the same term?
No

Description of the Expected Learning Outcomes: Describe outcomes using the following format: "Students will be able to: 1), 2), etc."
Expected Learning Outcomes—Students will be able to:
1. engage with and develop theory-informed practices of critical analysis and inquiry in professional writing.
2. employ, assess, and evaluate writing as a series of situated processes, the function of critical self-reflection, and the habit of metacognition.
3. develop disciplinary knowledge by understanding how previous research informs current practices in professional writing.
4. engage the discourse of rhetoric, composition, and professional writing to contribute to an established body of knowledge
5. employ and analyze ethically-driven and culturally-responsive language use, especially within the contexts of academic and professional discourse communities.

Attach a list of the required/recommended course readings and activities:
Sample English 220P.docx

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.
readings response: outcomes # 1, 2, 5
professional-writing genre presentation: #1, 3, 4, 5
written research project: 1, 2, 3, 4, 5
Portfolio project (professional writing white paper): 1, 2, 4

For whom is this course being developed?
Majors in the Dept

Is this course required in a degree program (major, minor, graduate degree, certificate?)
No

Does the proposed change or addition cause a significant increase in the use of College or University resources (lab room, computer)?
No

Will there be any departments affected by this proposed course?
No

I/we as the author(s) of this course proposal agree to provide a new or updated accessibility checklist to the Dean's office prior to the semester when this course is taught utilizing the changes proposed here.
I/we agree

University Learning Goals

Graduate (Masters) Learning Goals:
Critical thinking/analysis
Communication
Information literacy
Disciplinary knowledge
Professionalism
Research (optional)

Is this course required as part of a teaching credential program, a single subject, or multiple subject waiver program (e.g., Liberal Studies, Biology) or other school personnel preparation program (e.g., School of Nursing)?
No

Is this a Graduate Writing Intensive (GWI) course?
No

Reviewer Comments:

Robin Fisher (rfisher) (Tue, 08 Oct 2019 22:43:04 GMT): Rollback: Dear David, please re-frame the Expected Learning Outcomes, and please add them to the syllabus, along with a grading breakdown. Thank you, Robin Fisher

Key: 14059