

Writing Plan Course Submission Guidelines

Departments and interdisciplinary programs should use Curriculog to submit new writing plan courses to the General Education Council. Please complete the Curriculog writing plan submission template for each new course being submitted **and** provide a cover memo and a copy of the revised writing plan as attachments.

Each Writing Plan Course Outline needs to have the following sections:

--course number

--course title

--course status

existing course approved by UCC

new course submitted to UCC for approval

--course type (check all that apply):

seminar

lecture

workshop

large-group instruction

survey

--writing plan level:

introductory

intermediate/writing to learn

advanced

--justification for inclusion in the writing plan: **here highlight the importance of writing instruction and student writing [please note: the link between course and writing plan should be explicit]**

--method of writing instruction: **here highlight, for example, one-on-one conferences, workshops, peer review, revision, feedback on papers, etc.**

--course writing requirements: **here the types and amount of writing should be emphasized**

--means of evaluation: **here articulate how the writing is to be evaluated and/or the role it will play in the final grade**