



/ESF Minor Curriculum Change Proposal Form

Committee on Curriculum - ESF Faculty Governance
Office of Instruction & Graduate Studies

Date: 10/25/2023
Department: Writing Program
Curriculum Title: Environmental Writing and Rhetoric Minor

For Minor Changes in existing curriculum (check all that apply):

- | | |
|---|--|
| <input type="checkbox"/> revised courses | <input type="checkbox"/> change in total cr. hrs. |
| <input checked="" type="checkbox"/> new course sequence | <input checked="" type="checkbox"/> new program objectives* |
| <input checked="" type="checkbox"/> new courses added | <input type="checkbox"/> new accreditation/assessment requirements |

*See SUNY Guidelines

1. Rationale for Change

Please provide an explanatory narrative outlining the rationale for the change, and the impacts of this change on the learning outcomes of the curriculum:

Since 2020, the Writing Program has undergone major changes in staffing, departmental alignment, and strategic vision. Once housed under Environmental Studies, we have shifted to an independent academic unit. We've hired two full-time faculty, one 12-month lecturer and one professional staff over the last three years. This shift, along with internal Writing Program assessment sparked by the Strategic Plan, has prompted us to review our Minor to better align with our faculty's research interests, curriculum, and submitted strategic plan. With the addition of our new instructors, our department has shifted from a focus on rhetorical studies toward a stronger concentration on the environmental humanities – a concentration that is not covered by other departments across the university. This is reflected in our course updates over the last three years and within the Writing Program event series, The Environmental Storytelling Series. The language changes to the Minor's Learning Outcomes and Description reflect this change. The changes to the Minor Learning Outcomes now more accurately reflect what students are engaging with in our classes.

2. Institutional Impact:

Changes from existing condition:

Anticipated Enrollment or Enrollment Change: With added clarity and updated focus, we expect enrolment to rise to pre-pandemic levels. Our current course offerings and class sizes can accommodate this increase.

Faculty or Staffing Requirements: No new staffing required.

Technology, Computing Resources, and Classroom Resource Demands: No new resource demands.

Change in Accreditation Requirements: No change to accreditation requirements.

Changes to Assessment Plan: No change to assessment plans beyond those happening in regard to Middle States Accreditation at the General Education level.

Library Resource Requirements: No new library resources.

3. Catalog Narrative:

Please attach to this proposal form a copy of the current catalog description in MS Word format, with revisions shown in "track changes".

Attached.

4. Curriculum Transition Plan:

Please provide a narrative description of your plan for transitioning from your existing curriculum to the proposed new curriculum. Please provide specific dates for implementing curriculum changes, overlap periods where old and new curricula may exist simultaneously, and final phase out of old curricula. Please also include impacts and mitigating considerations for transfer students and students in mid-program during implementation, impacts of changes in semester delivery of existing courses, addition of new courses within a particular semester, etc.

The shift should not affect students currently enrolled as minors. The largest change is the elimination of two course area concentrations. Previously students had to take three credits in "Literature and Film" and "Advanced Professional Skills." Students can now choose from any of our Upper Division courses as they work toward minor completions. This will make it easier for students to course plan and work toward minor completion.

There are no old curricula to phase out. The only added course to the minor is EWP 496, which has not been offered during the last four years but will be offered in the coming semester. The Learning Outcomes will be used inside of our Writing Program internal assessment practices starting in January.

5. Approval Signatures:

Signatures below, or attached letters, indicate that the affected departments, programs or units have been notified of this proposal and have had an opportunity to assess the impact of the proposal on their respective units. If departments did not respond to your notification, you may wish to document your effort to contact them.

Affected Academic Department(s) or Program(s):

Writing, Rhetoric, and Communications Program

Department/Program 1

Chair Signature



Tyler Dorholt

Name of Chair/Program Director

Date

10/31/23

Or letter attached ☐

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Affected Academic Department(s) or Program(s):

Writing, Rhetoric, and Communications Program

Department/Program 1

Tyler Dorholt

Name of Chair/Program Director

Chair Signature

Date

Or letter attached ☐

Department/Program 2

N/A

Chair Signature

Name of Chair/Program Director

Date

Or letter attached ☐

n/A

Department/Program 3

Chair Signature

Name of Chair/Program Director

Date

Or letter attached ☐

[If more/ess than three Departments/Programs, please add/delete lines as appropriate.]

Other Units

Library Director

Date

Or letter attached ☐

Computing and Network Services

Date

Or letter attached ☐

Physical Plant

Date

Or letter attached ☐

Forest Properties

Date

Or letter attached ☐

Environmental Health and Safety

Date

Or letter attached ☐

Admissions

Date

Or letter attached ☐

Other

Date

Or letter attached ☐

Other

Date

Or letter attached ☐

Office of the Provost

Signature below, or attached letter, indicates that the Provost either a) agrees that that there is no need for additional resources from the College; or b) indicates willingness to provide the extra support to the department.

Provost Signature

Date

Or letter attached ☐

6. Proposer Information and Department Chair Affirmation:

Contact Person:

Name: _____ Department: _____

Email: _____ Phone: _____

This proposal has been reviewed and approved by the sponsoring Department. Affected departments have been notified and given the opportunity to provide feedback. Department resources are or will be made available to support this curriculum revision, or a plan is in place to meet the resource needs as identified in the Institutional Impacts section of this proposal (see Section 2, above) .

Name: _____ Date: _____
Department Chair (or designated curriculum representative)

Signature: _____ Or letter attached ☐
Department Chair (or designated curriculum representative)

7. Final Approvals:

Curriculum Committee

Date

Faculty Governance

Date

Provost

Date