FACULTY CURRICULUM COMMITTEE
COURSE FORM

Instructions:
- Please fill out one of these forms for each course you are adding, changing, deactivating, or reactivating.
- Fill out the parts of the form specified in part B. You must do this before your request can move forward!
- Remember that your changes will not be implemented until the next catalog year at the earliest.
- If you have questions, please start by checking the instructions on the website. Please feel free to contact the committee chairs with any remaining questions you might have.

A. CONTACT INFORMATION.

Name:    Myra Seaman  Phone: 3-5760  Email: seaman@cofc.edu
Department or Program: English  School: HSS

B. TYPE OF REQUEST. Please check all that apply, then fill out the specified parts of the form.

☐ Add a New Course (complete parts C, D, F, G, H, I, J, K)
☐ Change Part of an Existing Course (complete parts C, D, E, F, G, I, J, K)
☐ Course Number
☐ Course Name
☐ Course Description
☐ Credit/Contact Hours
☐ Restrictions (prerequisites, co-requisites, junior/senior standing, etc.)
☒ Deactivate an Existing Course (complete parts C, D, E, G, I, J, K)
☐ Reactivate a Previously-Deactivated Course (complete parts C, D, E, G, I, J, K)

C. RATIONALE AND EXPLANATION. Please describe your request and explain why you are making it.

ENGL 222: “Writing Song Lyrics” is a Creative Writing course for which we do not have a faculty member who is interested in or qualified—on the musical talent side—to teach this. In most English departments, song writing is not a typical course offered as a core part of an English/Creative Writing curriculum. Students have two 200-level core courses (ENGL 220: Poetry I & ENGL 223: Fiction I) to select from, along with seven additional rotating 300- and 400-level Creative Writing and Creative Writing Special Topics courses.

D. IMPACT ON EXISTING PROGRAMS AND COURSES. Please briefly describe the impact of your request on other programs and courses. If another program requires the course, you must submit their written acknowledgement with this proposal. Also, the affected program must describe any change in the number of credit hours they require. Include a list of similar courses in other departments and explain any overlap.

This change will not affect requirements for existing programs and courses, as outlined in section C.
E. EXISTING COURSE INFORMATION. If you are proposing a new course, just leave this blank. Otherwise, please fill out all fields.

Department: English
School: HSS
Subject Acronym: ENGL
Course number: 222

Credit hours: __3__ lecture __1__ lab __1__ seminar __0__ independent study
Contact hours: __3__ lecture __1__ lab __1__ seminar __0__ independent study

Course title: Writing Song Lyrics

Course description (maximum 50 words, exactly as it appears in the catalog):

A course in the elements of lyric writing. Topics include "the Creative Process," "the Image," "Lyric Structure," "Rhyme and Meter" and "Less Known Figures of Speech for Interesting Turns of Phrase." The goal is for the student to become a better song lyric writer and a more discriminating listener of song lyrics.

Restrictions (pre-requisites, co-requisites, majors only, etc.):
Pre-req ENGL 110

Cross-listing, if any: N/A

Is this course repeatable? [ ] yes [ ] no If yes, how many total credit hours may the student earn? ___

F. NEW COURSE INFORMATION. If you are deactivating a course, leave this blank. Otherwise, please fill out all fields. For changed courses, use boldface for the information that is changing.

Department: 
School: 
Subject Acronym: 
Course Number: 

Credit hours: __0__ lecture __0__ lab __0__ seminar __0__ independent study
Contact hours: __0__ lecture __0__ lab __0__ seminar __0__ independent study

Course title: 

Course description (maximum 50 words, exactly as it appears in the catalog):

Restrictions (pre-requisites, co-requisites, majors only, etc.):

Cross-listing, if any (submit approval from relevant department):

Is this course repeatable? [ ] yes [ ] no If yes, how many total credit hours may the student earn? ___

Is there an activity, lab, or other fee associated with this course? [ ] yes [ ] no

Note: All fees require approval from the Board of Trustees.

If this is a newly-created course, is it intended to be the equivalent of an existing course? [ ] yes [ ] no
If so, which course? ________________ Note: You must deactivate the course by submitting an additional Course Form.
G. COSTS. List all of the new costs or cost savings (including new faculty/staff requests, library, equipment, etc.) associated with your request.

No new costs.
No cost savings—simply, if deactivated, no one will have to staff this course.

H. STUDENT LEARNING OUTCOMES AND ASSESSMENT.

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How does this course align with the student learning outcomes articulated for the major, program, or general education? What program-level outcome or outcomes does it support? Is the content or skill introduced, reinforced, or demonstrated in this course?

I. PROGRAM CHANGES. Will this course be added to the existing degree requirements or list of approved electives of a major, minor, or concentration? If so, please explain briefly and attach a Change Minor or Change Major/Program Form as appropriate.

No.
J. CHECKLIST.

X  I have completed all relevant parts of the form.

X  I have attached a cover letter that describes my request and lists all the documents I am submitting.

☐ (For new courses only) I have attached a syllabus.

☐ (For courses used in any way by other departments, including cross-listing) I have attached an acknowledgement from the relevant department.

☐ (For courses intended to fulfill a Gen Ed requirement) I have submitted the proposal to the Gen Ed committee.

K. APPROVAL AND SIGNATURES.

1. Signature of Department Chair or Program Director:

__________________________________________________________________________ Date: _________________

2. Signature of Academic Dean:

__________________________________________________________________________ Date: _________________

3. Signature of Provost:

__________________________________________________________________________ Date: _________________

4. Signature of Curriculum Committee Chair:

__________________________________________________________________________ Date: _________________

5. Signature of Faculty Senate Secretary:

__________________________________________________________________________ Date: _________________

Date Approved by Faculty Senate: __________________________
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A. CONTACT INFORMATION.

Name: Myra Seaman    Phone: 3-5760    Email: seaman@cofc.edu

Department or Program: English    School: HSS

B. TYPE OF REQUEST. Please check all that apply, then fill out the specified parts of the form.

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C. RATIONALE AND EXPLANATION. Please describe your request and explain why you are making it.

This course has not been taught for a number of years. The faculty member who occasionally taught it has retired, and no current faculty are interested in teaching it. The department has suitable options for similar courses to be taught occasionally in the future, should the interest arise (ENGL 290).

D. IMPACT ON EXISTING PROGRAMS AND COURSES. Please briefly describe the impact of your request on other programs and courses. If another program requires the course, you must submit their written acknowledgement with this proposal. Also, the affected program must describe any change in the number of credit hours they require. Include a list of similar courses in other departments and explain any overlap.

No other programs require the course; it is offered only as an option by those programs: Comparative Literature
E. **EXISTING COURSE INFORMATION.** If you are proposing a new course, just leave this blank. Otherwise, please fill out all fields.

Department: English  School: HSS  Subject Acronym: ENGL  Course number: 240

Credit hours: ___ lecture ___ lab ___ seminar ___ independent study
Contact hours: ___ lecture ___ lab ___ seminar ___ independent study

Course title: **Science Fiction**

Course description (maximum 50 words, exactly as it appears in the catalog):

An introduction to the main themes and issues of science fiction, including both "hard" or technologically oriented science fiction (time problems, robots, alien life forms, clones) and "soft" or socially oriented science fiction (conditioning, new forms of family and government, questions of gender and sexuality).

Restrictions (pre-requisites, co-requisites, majors only, etc.): N/A

Cross-listing, if any:

Is this course repeatable? □ yes  ☒ no  If yes, how many total credit hours may the student earn? ___

F. **NEW COURSE INFORMATION.** If you are deactivating a course, leave this blank. Otherwise, please fill out all fields. For changed courses, use **boldface** for the information that is changing.

Department:  School:  Subject Acronym:  Course Number:

Credit hours: ___ lecture ___ lab ___ seminar ___ independent study
Contact hours: ___ lecture ___ lab ___ seminar ___ independent study

Course title:

Course description (maximum 50 words, exactly as it appears in the catalog):

Restrictions (pre-requisites, co-requisites, majors only, etc.):

Cross-listing, if any (submit approval from relevant department):

Is this course repeatable? □ yes  □ no  If yes, how many total credit hours may the student earn? ___

Is there an activity, lab, or other fee associated with this course? □ yes  □ no

Note: All fees require approval from the Board of Trustees.

If this is a newly-created course, is it intended to be the equivalent of an existing course? □ yes  □ no
If so, which course? ____________ Note: You must deactivate the course by submitting an additional Course Form.

G. COSTS. List all of the new costs or cost savings (including new faculty/staff requests, library, equipment, etc.) associated with your request.

N/A

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How does this course align with the student learning outcomes articulated for the major, program, or general education? What program-level outcome or outcomes does it support? Is the content or skill introduced, reinforced, or demonstrated in this course?

I. PROGRAM CHANGES. Will this course be added to the existing degree requirements or list of approved electives of a major, minor, or concentration? If so, please explain briefly and attach a Change Minor or Change Major/Program Form as appropriate.

n/a
J. CHECKLIST.

☒ I have completed all relevant parts of the form.

☒ I have attached a cover letter that describes my request and lists all the documents I am submitting.

☐ (For new courses only) I have attached a syllabus.

☒ (For courses used in any way by other departments, including cross-listing) I have attached an acknowledgement from the relevant department.

☐ (For courses intended to fulfill a Gen Ed requirement) I have submitted the proposal to the Gen Ed committee.

K. APPROVAL AND SIGNATURES.

1. Signature of Department Chair or Program Director:

________________________________________________________________________ Date: _______________________

2. Signature of Academic Dean:

________________________________________________________________________ Date: _______________________

3. Signature of Provost:

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4. Signature of Curriculum Committee Chair:

________________________________________________________________________ Date: _______________________

5. Signature of Faculty Senate Secretary:

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A. CONTACT INFORMATION.

Name: Myra Seaman                        Phone: 3-5760                     Email: seaman@cofc.edu

Department or Program: English       School: HSS

B. TYPE OF REQUEST. Please check all that apply, then fill out the specified parts of the form.

☐ Add a New Course (complete parts C, D, F, G, H, I, J, K)
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☒ Deactivate an Existing Course (complete parts C, D, E, G, I, J, K)
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C. RATIONALE AND EXPLANATION. Please describe your request and explain why you are making it.

To maintain course parallelism with other major authors courses in the English curriculum, as well as to focus on author-centered vs. period-delineated approaches to Shakespeare’s work, we request deactivating ENGL 301 and making ENGL 302 simply “Shakespeare” (see separate form re: 302).

D. IMPACT ON EXISTING PROGRAMS AND COURSES. Please briefly describe the impact of your request on other programs and courses. If another program requires the course, you must submit their written acknowledgement with this proposal. Also, the affected program must describe any change in the number of credit hours they require. Include a list of similar courses in other departments and explain any overlap.

This deactivation—coupled with the modification to ENGL 302 submitted by Cassie Thomas which this deactivation request accompanies—should not adversely affect our course offerings in the literature of the early modern period. It brings the Shakespeare courses in line with our current major distribution categories. No other programs require the course; it is offered only as an option by those programs: British Studies; European Studies; Comparative Literature; International Studies
E. EXISTING COURSE INFORMATION. If you are proposing a new course, just leave this blank. Otherwise, please fill out all fields.

Department: English School: HSS Subject Acronym: ENGL Course number: 301

Credit hours: _3_ lecture _ _ lab _ _ seminar _ _ independent study
Contact hours: _3_ lecture _ _ lab _ _ seminar _ _ independent study

Course title: Shakespeare: The Early Period

Course description (maximum 50 words, exactly as it appears in the catalog):

None currently exists in the catalog.

Restrictions (pre-requisites, co-requisites, majors only, etc.):

For English majors, ENGL 201, 202, 207, and 299 are prerequisites for all courses at or above the 300 level.

Cross-listing, if any:

Is this course repeatable? ☐ yes ☒ no If yes, how many total credit hours may the student earn? ____

F. NEW COURSE INFORMATION. If you are deactivating a course, leave this blank. Otherwise, please fill out all fields. For changed courses, use boldface for the information that is changing.

Department: School: Subject Acronym: Course Number:

Credit hours: _ _ lecture _ _ lab _ _ seminar _ _ independent study
Contact hours: _ _ lecture _ _ lab _ _ seminar _ _ independent study

Course title:

Course description (maximum 50 words, exactly as it appears in the catalog):

Restrictions (pre-requisites, co-requisites, majors only, etc.):

Cross-listing, if any (submit approval from relevant department):

Is this course repeatable? ☐ yes ☐ no If yes, how many total credit hours may the student earn? ____

Is there an activity, lab, or other fee associated with this course? ☐ yes ☐ no
Note: All fees require approval from the Board of Trustees.

If this is a newly-created course, is it intended to be the equivalent of an existing course? ☐ yes ☐ no
If so, which course? ________________ Note: You must deactivate the course by submitting an additional Course Form.
G. COSTS. List all of the new costs or cost savings (including new faculty/staff requests, library, equipment, etc.) associated with your request.

N/A

H. STUDENT LEARNING OUTCOMES AND ASSESSMENT.

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I. PROGRAM CHANGES. Will this course be added to the existing degree requirements or list of approved electives of a major, minor, or concentration? If so, please explain briefly and attach a Change Minor or Change Major/Program Form as appropriate.

N/A
J. CHECKLIST.

☐ I have completed all relevant parts of the form.

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☐ (For new courses only) I have attached a syllabus.

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K. APPROVAL AND SIGNATURES.

1. Signature of Department Chair or Program Director:

________________________________________ Date: ________________

2. Signature of Academic Dean:

________________________________________ Date: ________________

3. Signature of Provost:

________________________________________ Date: ________________

4. Signature of Curriculum Committee Chair:

________________________________________ Date: ________________

5. Signature of Faculty Senate Secretary:

________________________________________ Date: ________________

Date Approved by Faculty Senate: ________________
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A. CONTACT INFORMATION.

Name:    Myra Seaman       Phone: 3-5760       Email: seaman@cofc.edu

Department or Program:    English       School: HSS

B. TYPE OF REQUEST. Please check all that apply, then fill out the specified parts of the form.

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C. RATIONALE AND EXPLANATION. Please describe your request and explain why you are making it.

This course has not been offered for years, and the faculty member who used to teach it occasionally (Dr. Trish Ward) has indicated that it simply does not get the interest it once did.

D. IMPACT ON EXISTING PROGRAMS AND COURSES. Please briefly describe the impact of your request on other programs and courses. If another program requires the course, you must submit their written acknowledgement with this proposal. Also, the affected program must describe any change in the number of credit hours they require. Include a list of similar courses in other departments and explain any overlap.

The course is included by but not required for a variety of minors (Comparative Literature; European Studies; British Studies; Linguistics); it has not been offered for years, and the students within those programs have been posed no difficulty by this. Thus, deactivating it will not affect those programs.
E. EXISTING COURSE INFORMATION. If you are proposing a new course, just leave this blank. Otherwise, please fill out all fields.

Department: English   School: HSS   Subject Acronym: ENGL   Course number: 307

Credit hours: ___ lecture ___ lab ___ seminar ___ independent study
Contact hours: ___ lecture ___ lab ___ seminar ___ independent study

Course title: Introduction to Old English

Course description (maximum 50 words, exactly as it appears in the catalog):

An introduction to the Old English language with selected readings of prose and poetry from the seventh through the 11th century including the epic poem Beowulf in translation.

Restrictions (pre-requisites, co-requisites, majors only, etc.):

Cross-listing, if any:

Is this course repeatable? □ yes □ no If yes, how many total credit hours may the student earn? ___

F. NEW COURSE INFORMATION. If you are deactivating a course, leave this blank. Otherwise, please fill out all fields. For changed courses, use boldface for the information that is changing.

Department:   School:   Subject Acronym:   Course Number:

Credit hours: ___ lecture ___ lab ___ seminar ___ independent study
Contact hours: ___ lecture ___ lab ___ seminar ___ independent study

Course title:

Course description (maximum 50 words, exactly as it appears in the catalog):

Restrictions (pre-requisites, co-requisites, majors only, etc.):

Cross-listing, if any (submit approval from relevant department):

Is this course repeatable? □ yes □ no If yes, how many total credit hours may the student earn? ___

Is there an activity, lab, or other fee associated with this course? □ yes □ no

Note: All fees require approval from the Board of Trustees.

If this is a newly-created course, is it intended to be the equivalent of an existing course? □ yes □ no
If so, which course? ____________ Note: You must deactivate the course by submitting an additional Course Form.
G. COSTS. List all of the new costs or cost savings (including new faculty/staff requests, library, equipment, etc.) associated with your request.

N/A

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I. PROGRAM CHANGES. Will this course be added to the existing degree requirements or list of approved electives of a major, minor, or concentration? If so, please explain briefly and attach a Change Minor or Change Major/Program Form as appropriate.

no
J. CHECKLIST.

☒ I have completed all relevant parts of the form.

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A. CONTACT INFORMATION.

Name: Myra Seaman  Phone: 3-5760  Email: seaman@cofc.edu
Department or Program: English  School: HSS

B. TYPE OF REQUEST. Please check all that apply, then fill out the specified parts of the form.

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C. RATIONALE AND EXPLANATION. Please describe your request and explain why you are making it.

Spenser has not been taught for years, in part because it no longer fulfills a requirement within the English major. No current faculty members intend to teach the course.

D. IMPACT ON EXISTING PROGRAMS AND COURSES. Please briefly describe the impact of your request on other programs and courses. If another program requires the course, you must submit their written acknowledgement with this proposal. Also, the affected program must describe any change in the number of credit hours they require. Include a list of similar courses in other departments and explain any overlap.

The course is included by but not required for a variety of minors (European Studies; Comparative Literature; British Studies; International Studies); it has not been offered for years, and the students within those programs have been posed no difficulty by this. Thus, deactivating it will not affect those programs.
E. **EXISTING COURSE INFORMATION.** If you are proposing a new course, just leave this blank. Otherwise, please fill out all fields.

Department: English  School: HSS  Subject Acronym: ENGL  Course number: 308

Credit hours: ___ lecture ___ lab ___ seminar ___ independent study
Contact hours: ___ lecture ___ lab ___ seminar ___ independent study

Course title: Spenser

Course description (maximum 50 words, exactly as it appears in the catalog):

A reading of selections from the minor poems and *The Faerie Queene* complete. Emphasis will be placed on Spenser's relation to European literature as well as on his position in the English tradition.

Restrictions (pre-requisites, co-requisites, majors only, etc.):

For English majors, ENGL 201, 202, and 207 are prerequisites for all courses at or above the 300 level.

Cross-listing, if any:

Is this course repeatable?  □ yes  ◐ no  If yes, how many total credit hours may the student earn? ___

F. **NEW COURSE INFORMATION.** If you are deactivating a course, leave this blank. Otherwise, please fill out all fields. For changed courses, use **boldface** for the information that is changing.

Department:  School:  Subject Acronym:  Course Number:

Credit hours: ___ lecture ___ lab ___ seminar ___ independent study
Contact hours: ___ lecture ___ lab ___ seminar ___ independent study

Course title:

Course description (maximum 50 words, exactly as it appears in the catalog):

Restrictions (pre-requisites, co-requisites, majors only, etc.):

Cross-listing, if any (submit approval from relevant department):

Is this course repeatable?  □ yes  □ no  If yes, how many total credit hours may the student earn? ___

Is there an activity, lab, or other fee associated with this course?  □ yes  □ no

*Note: All fees require approval from the Board of Trustees.*

If this is a newly-created course, is it intended to be the equivalent of an existing course?  □ yes  □ no
If so, which course? ____________  Note: You must deactivate the course by submitting an additional Course Form.
G. COSTS. List all of the new costs or cost savings (including new faculty/staff requests, library, equipment, etc.) associated with your request.

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How does this course align with the student learning outcomes articulated for the major, program, or general education? What program-level outcome or outcomes does it support? Is the content or skill introduced, reinforced, or demonstrated in this course?

I. PROGRAM CHANGES. Will this course be added to the existing degree requirements or list of approved electives of a major, minor, or concentration? If so, please explain briefly and attach a Change Minor or Change Major/Program Form as appropriate.

no
J. CHECKLIST.

☒ I have completed all relevant parts of the form.

☒ I have attached a cover letter that describes my request and lists all the documents I am submitting.

☐ (For new courses only) I have attached a syllabus.

☒ (For courses used in any way by other departments, including cross-listing) I have attached an acknowledgement from the relevant department.

☐ (For courses intended to fulfill a Gen Ed requirement) I have submitted the proposal to the Gen Ed committee.

K. APPROVAL AND SIGNATURES.

1. Signature of Department Chair or Program Director:

________________________________________________________________________ Date: ______________________

2. Signature of Academic Dean:

________________________________________________________________________ Date: ______________________

3. Signature of Provost:

________________________________________________________________________ Date: ______________________

4. Signature of Curriculum Committee Chair:

________________________________________________________________________ Date: ______________________

5. Signature of Faculty Senate Secretary:

________________________________________________________________________ Date: ______________________

Date Approved by Faculty Senate: ______________________
FACULTY CURRICULUM COMMITTEE
COURSE FORM

Instructions:
- Please fill out one of these forms for each course you are adding, changing, deactivating, or reactivating.
- Fill out the parts of the form specified in part B. You must do this before your request can move forward!
- Remember that your changes will not be implemented until the next catalog year at the earliest.
- If you have questions, please start by checking the instructions on the website. Please feel free to contact the committee chairs with any remaining questions you might have.

A. CONTACT INFORMATION.

Name: Myra Seaman Phone: 3-5760 Email: seaman@cofc.edu
Department or Program: English School: HSS

B. TYPE OF REQUEST. Please check all that apply, then fill out the specified parts of the form.

☐ Add a New Course (complete parts C, D, F, G, H, I, J, K)
☐ Change Part of an Existing Course (complete parts C, D, E, F, G, I, J, K)
  ☐ Course Number
  ☐ Course Name
  ☐ Course Description
  ☐ Credit/Contact Hours
  ☐ Restrictions (prerequisites, co-requisites, junior/senior standing, etc.)
☒ Deactivate an Existing Course (complete parts C, D, E, G, I, J, K)
☐ Reactivate a Previously-Deactivated Course (complete parts C, D, E, G, I, J, K)

C. RATIONALE AND EXPLANATION. Please describe your request and explain why you are making it.

This course has not been taught in years and has, with the new major, been replaced by the wider options available through ENGL 361, 365, 370.

D. IMPACT ON EXISTING PROGRAMS AND COURSES. Please briefly describe the impact of your request on other programs and courses. If another program requires the course, you must submit their written acknowledgement with this proposal. Also, the affected program must describe any change in the number of credit hours they require. Include a list of similar courses in other departments and explain any overlap.

The course is included by but not required for a variety of minors (European Studies; British Studies; Comparative Literature; International Studies); it has not been offered for years, and the students within those programs have been posed no difficulty by this. Thus, deactivating it will not affect those programs.
E. EXISTING COURSE INFORMATION. If you are proposing a new course, just leave this blank. Otherwise, please fill out all fields.

Department: English  School: HSS  Subject Acronym: ENGL  Course number: 311

Credit hours: _3_ lecture  _ _ lab  _ _ seminar  _ _ independent study
Contact hours: _3_ lecture  _ _ lab  _ _ seminar  _ _ independent study

Course title: Middle English Literature: Non-Chaucerian

Course description (maximum 50 words, exactly as it appears in the catalog):

None currently in the course catalog.

Restrictions (pre-requisites, co-requisites, majors only, etc.):

For English majors, ENGL 201, 202, and 207 are prerequisites for all courses at or above the 300 level.

Cross-listing, if any:

Is this course repeatable? □ yes  □ no  If yes, how many total credit hours may the student earn? ___

F. NEW COURSE INFORMATION. If you are deactivating a course, leave this blank. Otherwise, please fill out all fields. For changed courses, use boldface for the information that is changing.

Department:  School:  Subject Acronym:  Course Number:

Credit hours:  _ _ lecture  _ _ lab  _ _ seminar  _ _ independent study
Contact hours:  _ _ lecture  _ _ lab  _ _ seminar  _ _ independent study

Course title:

Course description (maximum 50 words, exactly as it appears in the catalog):

Restrictions (pre-requisites, co-requisites, majors only, etc.):

Cross-listing, if any (submit approval from relevant department):

Is this course repeatable? □ yes  □ no  If yes, how many total credit hours may the student earn? ___

Is there an activity, lab, or other fee associated with this course? □ yes  □ no

Note: All fees require approval from the Board of Trustees.

If this is a newly-created course, is it intended to be the equivalent of an existing course? □ yes  □ no

If so, which course? ________________  Note: You must deactivate the course by submitting an additional Course Form.
G. COSTS. List all of the new costs or cost savings (including new faculty/staff requests, library, equipment, etc.) associated with your request.

N/A

H. STUDENT LEARNING OUTCOMES AND ASSESSMENT.

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How does this course align with the student learning outcomes articulated for the major, program, or general education? What program-level outcome or outcomes does it support? Is the content or skill introduced, reinforced, or demonstrated in this course?

I. PROGRAM CHANGES. Will this course be added to the existing degree requirements or list of approved electives of a major, minor, or concentration? If so, please explain briefly and attach a Change Minor or Change Major/Program Form as appropriate.

no
J. CHECKLIST.

☐ I have completed all relevant parts of the form.

☐ I have attached a cover letter that describes my request and lists all the documents I am submitting.

☐ (For new courses only) I have attached a syllabus.

☒ (For courses used in any way by other departments, including cross-listing) I have attached an acknowledgement from the relevant department.

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FACULTY CURRICULUM COMMITTEE
COURSE FORM

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- Remember that your changes will not be implemented until the next catalog year at the earliest.
- If you have questions, please start by checking the instructions on the website. Please feel free to contact the committee chairs with any remaining questions you might have.

A. CONTACT INFORMATION.

Name: Myra Seaman Phone: 3-5760 Email: seaman@cofc.edu
Department or Program: English School: HSS

B. TYPE OF REQUEST. Please check all that apply, then fill out the specified parts of the form.

☐ Add a New Course (complete parts C, D, F, G, H, I, J, K)
☐ Change Part of an Existing Course (complete parts C, D, E, F, G, I, J, K)
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☐ Course Description
☐ Credit/Contact Hours
☐ Restrictions (prerequisites, co-requisites, junior/senior standing, etc.)
☒ Deactivate an Existing Course (complete parts C, D, E, G, I, J, K)
☐ Reactivate a Previously-Deactivated Course (complete parts C, D, E, G, I, J, K)

C. RATIONALE AND EXPLANATION. Please describe your request and explain why you are making it.

The course is no longer taught and has been replaced by courses that better suit our new major requirements.

D. IMPACT ON EXISTING PROGRAMS AND COURSES. Please briefly describe the impact of your request on other programs and courses. If another program requires the course, you must submit their written acknowledgement with this proposal. Also, the affected program must describe any change in the number of credit hours they require. Include a list of similar courses in other departments and explain any overlap.

The course is included in a long list of ENGL electives for International Studies and Comparative Literature; however, it has not been offered for nearly 8 years, and the students within those programs have been posed no difficulty by this. Thus, deactivating it will not affect those programs.
E. EXISTING COURSE INFORMATION. If you are proposing a new course, just leave this blank. Otherwise, please fill out all fields.

Department: English  School: HSS Subject Acronym: ENGL  Course number: 338
Credit hours:  ____ lecture ____ lab ____ seminar ____ independent study
Contact hours:  ____ lecture ____ lab ____ seminar ____ independent study

Course title: **Modern Drama**

Course description (maximum 50 words, exactly as it appears in the catalog):

*A study of the significant developments in British and American drama from Shaw to the Theatre of the Absurd.*

Restrictions (pre-requisites, co-requisites, majors only, etc.):

Cross-listing, if any:

Is this course repeatable?  ☐ yes  ☒ no  If yes, how many total credit hours may the student earn?  ____

F. NEW COURSE INFORMATION. If you are deactivating a course, leave this blank. Otherwise, please fill out all fields. For changed courses, use **boldface** for the information that is changing.

Department:  School:  Subject Acronym:  Course Number:
Credit hours:  ____ lecture ____ lab ____ seminar ____ independent study
Contact hours:  ____ lecture ____ lab ____ seminar ____ independent study

Course title:

Course description (maximum 50 words, exactly as it appears in the catalog):

Restrictions (pre-requisites, co-requisites, majors only, etc.):

Cross-listing, if any (submit approval from relevant department):

Is this course repeatable?  ☐ yes  ☐ no  If yes, how many total credit hours may the student earn?  ____

Is there an activity, lab, or other fee associated with this course?  ☐ yes  ☐ no

*Note: All fees require approval from the Board of Trustees.*

If this is a newly-created course, is it intended to be the equivalent of an existing course?  ☐ yes  ☐ no

If so, which course?  ________________  Note: You must deactivate the course by submitting an additional Course Form.
G. COSTS. List all of the new costs or cost savings (including new faculty/staff requests, library, equipment, etc.) associated with your request.

N/A

H. STUDENT LEARNING OUTCOMES AND ASSESSMENT.

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How does this course align with the student learning outcomes articulated for the major, program, or general education? What program-level outcome or outcomes does it support? Is the content or skill introduced, reinforced, or demonstrated in this course?

I. PROGRAM CHANGES. Will this course be added to the existing degree requirements or list of approved electives of a major, minor, or concentration? If so, please explain briefly and attach a Change Minor or Change Major/Program Form as appropriate.

no
J. CHECKLIST.

☒ I have completed all relevant parts of the form.

☒ I have attached a cover letter that describes my request and lists all the documents I am submitting.

☐ (For new courses only) I have attached a syllabus.

☒ (For courses used in any way by other departments, including cross-listing) I have attached an acknowledgement from the relevant department.

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K. APPROVAL AND SIGNATURES.

1. Signature of Department Chair or Program Director:

_________________________________________ Date: ________________

2. Signature of Academic Dean:

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_________________________________________ Date: ________________

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FACULTY CURRICULUM COMMITTEE
COURSE FORM

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- Remember that your changes will not be implemented until the next catalog year at the earliest.
- If you have questions, please start by checking the instructions on the website. Please feel free to contact the committee chairs with any remaining questions you might have.

A. CONTACT INFORMATION.

Name: Bret Lott Phone: 469-3528 Email: lottb@cofc.edu

Department or Program: English School: HSS

B. TYPE OF REQUEST. Please check all that apply, then fill out the specified parts of the form.

☐ Add a New Course (complete parts C, D, F, G, H, I, J, K)
☐ Change Part of an Existing Course (complete parts C, D, E, F, G, I, J, K)
☐ Course Number
☐ Course Name
☐ Course Description
☐ Credit/Contact Hours
☐ Restrictions (prerequisites, co-requisites, junior/senior standing, etc.)
X Deactivate an Existing Course (complete parts C, D, E, G, I, J, K)
☐ Reactivate a Previously-Deactivated Course (complete parts C, D, E, G, I, J, K)

C. RATIONALE AND EXPLANATION. Please describe your request and explain why you are making it.

This, the second semester of a two-semester course on writing the novel, is no longer taught.

D. IMPACT ON EXISTING PROGRAMS AND COURSES. Please briefly describe the impact of your request on other programs and courses. If another program requires the course, you must submit their written acknowledgement with this proposal. Also, the affected program must describe any change in the number of credit hours they require. Include a list of similar courses in other departments and explain any overlap.

None
E. EXISTING COURSE INFORMATION. If you are proposing a new course, just leave this blank. Otherwise, please fill out all fields.

Department: English School: Humanities Subject Acronym: ENGL Course number: 348

Credit hours: 3 lecture X lab ___ seminar ___ independent study
Contact hours: 3 lecture X lab ___ seminar ___ independent study

Course title: Writing the Novel II

Course description (maximum 50 words, exactly as it appears in the catalog):

The second of a two-semester course for writers with motivation, ambition, and vision necessary to sustain an extended work of fiction. Taught both as a workshop and in private conferences. Students will complete and revise 50 pages of a proposed novel in the first semester, an additional 50–75 pages in the second.

Restrictions (pre-requisites, co-requisites, majors only, etc.):

ENGL 223 or 378, and instructor permission

Cross-listing, if any:

Is this course repeatable? □ yes X no If yes, how many total credit hours may the student earn? ___

F. NEW COURSE INFORMATION. If you are deactivating a course, leave this blank. Otherwise, please fill out all fields. For changed courses, use boldface for the information that is changing.

Department: School: Subject Acronym: Course Number:

Credit hours: ___ lecture ___ lab ___ seminar ___ independent study
Contact hours: ___ lecture ___ lab ___ seminar ___ independent study

Course title:

Course description (maximum 50 words, exactly as it appears in the catalog):

Restrictions (pre-requisites, co-requisites, majors only, etc.):

Cross-listing, if any (submit approval from relevant department):

Is this course repeatable? □ yes X no If yes, how many total credit hours may the student earn? ___

Is there an activity, lab, or other fee associated with this course? □ yes X no

Note: All fees require approval from the Board of Trustees.

If this is a newly-created course, is it intended to be the equivalent of an existing course? □ yes □ no
If so, which course? ___________ Note: You must deactivate the course by submitting an additional Course Form.

G. COSTS. List all of the new costs or cost savings (including new faculty/staff requests, library, equipment, etc.) associated with your request.
H. STUDENT LEARNING OUTCOMES AND ASSESSMENT.

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How does this course align with the student learning outcomes articulated for the major, program, or general education? What program-level outcome or outcomes does it support? Is the content or skill introduced, reinforced, or demonstrated in this course?

I. PROGRAM CHANGES. Will this course be added to the existing degree requirements or list of approved electives of a major, minor, or concentration? If so, please explain briefly and attach a Change Minor or Change Major/Program Form as appropriate.

No

J. CHECKLIST.

- [X] I have completed all relevant parts of the form.
- [X] I have attached a cover letter that describes my request and lists all the documents I am submitting.
- [☐] (For new courses only) I have attached a syllabus.
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K. APPROVAL AND SIGNATURES.

1. Signature of Department Chair or Program Director:

__________________________________________ Date: ______________

2. Signature of Academic Dean:

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__________________________________________ Date: ______________

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__________________________________________ Date: ______________

5. Signature of Faculty Senate Secretary:

__________________________________________ Date: ______________

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COURSE FORM

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A. CONTACT INFORMATION.

Name: Myra Seaman Phone: 3-5760 Email: seaman@cofc.edu
Department or Program: English School: HSS

B. TYPE OF REQUEST. Please check all that apply, then fill out the specified parts of the form.

☐ Add a New Course (complete parts C, D, F, G, H, I, J, K)
☐ Change Part of an Existing Course (complete parts C, D, E, F, G, I, J, K)
  ☐ Course Number
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  ☐ Restrictions (prerequisites, co-requisites, junior/senior standing, etc.)
☒ Deactivate an Existing Course (complete parts C, D, E, G, I, J, K)
☐ Reactivate a Previously-Deactivated Course (complete parts C, D, E, G, I, J, K)

C. RATIONALE AND EXPLANATION. Please describe your request and explain why you are making it.

This course has been taught very infrequently, and keeping it listed as a course offering misrepresents its status.

D. IMPACT ON EXISTING PROGRAMS AND COURSES. Please briefly describe the impact of your request on other programs and courses. If another program requires the course, you must submit their written acknowledgement with this proposal. Also, the affected program must describe any change in the number of credit hours they require. Include a list of similar courses in other departments and explain any overlap.

The programs other than English that include the course in their curriculum list it only as an elective, and it has been taught so infrequently that the effect of deactivating it would be minimal: Comparative Literature Concentration in International Studies; Jewish Studies; Comparative Literature;
E. EXISTING COURSE INFORMATION. If you are proposing a new course, just leave this blank. Otherwise, please fill out all fields.

Department: English School: HSS Subject Acronym: ENGL Course number: 354

Credit hours: \_3\_ lecture \_\_ lab \_\_ seminar \_\_ independent study
Contact hours: \_3\_ lecture \_\_ lab \_\_ seminar \_\_ independent study

Course title: Jewish-American Literature

Course description (maximum 50 words, exactly as it appears in the catalog):

A study of 20th-century Jewish-American literature; specific topics may vary from semester to semester.

Restrictions (pre-requisites, co-requisites, majors only, etc.):

Cross-listing, if any:

Is this course repeatable? \[ \square \] yes \[ \xmark \] no If yes, how many total credit hours may the student earn?

F. NEW COURSE INFORMATION. If you are deactivating a course, leave this blank. Otherwise, please fill out all fields. For changed courses, use \textbf{boldface} for the information that is changing.

Department: School: Subject Acronym: Course Number:

Credit hours: \_ lecture \_\_ lab \_\_ seminar \_\_ independent study
Contact hours: \_ lecture \_\_ lab \_\_ seminar \_\_ independent study

Course title:

Course description (maximum 50 words, exactly as it appears in the catalog):

Restrictions (pre-requisites, co-requisites, majors only, etc.):

Cross-listing, if any (submit approval from relevant department):

Is this course repeatable? \[ \square \] yes \[ \square \] no If yes, how many total credit hours may the student earn?

Is there an activity, lab, or other fee associated with this course? \[ \square \] yes \[ \square \] no

Note: All fees require approval from the Board of Trustees.

If this is a newly-created course, is it intended to be the equivalent of an existing course? \[ \square \] yes \[ \square \] no

If so, which course? ______________ Note: You must deactivate the course by submitting an additional Course Form.
G. COSTS. List all of the new costs or cost savings (including new faculty/staff requests, library, equipment, etc.) associated with your request.

N/A

H. STUDENT LEARNING OUTCOMES AND ASSESSMENT.

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I. PROGRAM CHANGES. Will this course be added to the existing degree requirements or list of approved electives of a major, minor, or concentration? If so, please explain briefly and attach a Change Minor or Change Major/Program Form as appropriate.

no
J. CHECKLIST.

☐ I have completed all relevant parts of the form.

☐ I have attached a cover letter that describes my request and lists all the documents I am submitting.

☐ (For new courses only) I have attached a syllabus.

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A. CONTACT INFORMATION.

Name: Myra Seaman Phone: 3-5760 Email: seaman@cofc.edu
Department or Program: English School: HSS

B. TYPE OF REQUEST. Please check all that apply, then fill out the specified parts of the form.

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  ☐ Restrictions (prerequisites, co-requisites, junior/senior standing, etc.)
☒ Deactivate an Existing Course (complete parts C, D, E, G, I, J, K)
☐ Reactivate a Previously-Deactivated Course (complete parts C, D, E, G, I, J, K)

C. RATIONALE AND EXPLANATION. Please describe your request and explain why you are making it.

This course has not been taught for years and the department does not have appropriate staff to offer the course.

D. IMPACT ON EXISTING PROGRAMS AND COURSES. Please briefly describe the impact of your request on other programs and courses. If another program requires the course, you must submit their written acknowledgement with this proposal. Also, the affected program must describe any change in the number of credit hours they require. Include a list of similar courses in other departments and explain any overlap.

The course is included by but not required for the Comparative Literature Minor and for the Comparative Literature Concentration in International Studies. It has not been offered for years, and the students within those programs have been posed no difficulty by this. Thus, deactivating it will not affect those programs.
E. EXISTING COURSE INFORMATION. If you are proposing a new course, just leave this blank. Otherwise, please fill out all fields.

Department: English  School: HSS  Subject Acronym: ENGL  Course number: 355

Credit hours: _3_ lecture _ lab _ seminar _ independent study
Contact hours: _3_ lecture _ lab _ seminar _ independent study

Course title: The American Short Story

Course description (maximum 50 words, exactly as it appears in the catalog):

A study of the development of the American short story from its beginnings in the early 19th century to its varied examples at the end of the 20th century.

Restrictions (pre-requisites, co-requisites, majors only, etc.):

Cross-listing, if any: None

Is this course repeatable? □ yes  □ no  If yes, how many total credit hours may the student earn? ___

F. NEW COURSE INFORMATION. If you are deactivating a course, leave this blank. Otherwise, please fill out all fields. For changed courses, use boldface for the information that is changing.

Department:  School:  Subject Acronym:  Course Number:

Credit hours: _ _ lecture _ lab _ seminar _ independent study
Contact hours: _ _ lecture _ lab _ seminar _ independent study

Course title:

Course description (maximum 50 words, exactly as it appears in the catalog):

Restrictions (pre-requisites, co-requisites, majors only, etc.):

Cross-listing, if any (submit approval from relevant department):

Is this course repeatable? □ yes □ no  If yes, how many total credit hours may the student earn? ___

Is there an activity, lab, or other fee associated with this course? □ yes □ no

Note: All fees require approval from the Board of Trustees.

If this is a newly-created course, is it intended to be the equivalent of an existing course? □ yes □ no
If so, which course? ____________  Note: You must deactivate the course by submitting an additional Course Form.
G. COSTS. List all of the new costs or cost savings (including new faculty/staff requests, library, equipment, etc.) associated with your request.

N/A

H. STUDENT LEARNING OUTCOMES AND ASSESSMENT.

<table>
<thead>
<tr>
<th>Student Learning Outcomes</th>
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How does this course align with the student learning outcomes articulated for the major, program, or general education? What program-level outcome or outcomes does it support? Is the content or skill introduced, reinforced, or demonstrated in this course?

I. PROGRAM CHANGES. Will this course be added to the existing degree requirements or list of approved electives of a major, minor, or concentration? If so, please explain briefly and attach a Change Minor or Change Major/Program Form as appropriate.

no
J. CHECKLIST.

☒ I have completed all relevant parts of the form.

☒ I have attached a cover letter that describes my request and lists all the documents I am submitting.

☐ (For new courses only) I have attached a syllabus.

☒ (For courses used in any way by other departments, including cross-listing) I have attached an acknowledgement from the relevant department.

☐ (For courses intended to fulfill a Gen Ed requirement) I have submitted the proposal to the Gen Ed committee.

K. APPROVAL AND SIGNATURES.

1. Signature of Department Chair or Program Director:

_________________________________________ Date: ________________

2. Signature of Academic Dean:

_________________________________________ Date: ________________

3. Signature of Provost:

_________________________________________ Date: ________________

4. Signature of Curriculum Committee Chair:

_________________________________________ Date: ________________

5. Signature of Faculty Senate Secretary:

_________________________________________ Date: ________________

Date Approved by Faculty Senate: ________________
FACULTY CURRICULUM COMMITTEE
COURSE FORM

Instructions:
- Please fill out one of these forms for each course you are adding, changing, deactivating, or reactivating.
- Fill out the parts of the form specified in part B. You must do this before your request can move forward!
- Remember that your changes will not be implemented until the next catalog year at the earliest.
- If you have questions, please start by checking the instructions on the website. Please feel free to contact the committee chairs with any remaining questions you might have.

A. CONTACT INFORMATION.

Name: Myra Seaman  Phone: 3-5760  Email: seaman@cofc.edu

Department or Program: English  School: HSS

B. TYPE OF REQUEST. Please check all that apply, then fill out the specified parts of the form.

☐ Add a New Course (complete parts C, D, F, G, H, I, J, K)
☐ Change Part of an Existing Course (complete parts C, D, E, F, G, I, J, K)
  ☐ Course Number
  ☐ Course Name
  ☐ Course Description
  ☐ Credit/Contact Hours
  ☐ Restrictions (prerequisites, co-requisites, junior/senior standing, etc.)
☒ Deactivate an Existing Course (complete parts C, D, E, G, I, J, K)
☐ Reactivate a Previously-Deactivated Course (complete parts C, D, E, G, I, J, K)

C. RATIONALE AND EXPLANATION. Please describe your request and explain why you are making it.

This course was proposed then not made use of within the department. Within the new major curriculum, the department offers alternative courses that will suit the circumstances this one course was created to address.

D. IMPACT ON EXISTING PROGRAMS AND COURSES. Please briefly describe the impact of your request on other programs and courses. If another program requires the course, you must submit their written acknowledgement with this proposal. Also, the affected program must describe any change in the number of credit hours they require. Include a list of similar courses in other departments and explain any overlap.

N/A
E. EXISTING COURSE INFORMATION. If you are proposing a new course, just leave this blank. Otherwise, please fill out all fields.

Department: English  School: HSS  Subject Acronym: ENGL  Course number: 401

Credit hours:  _3_ lecture  _ lab  _ seminar  _ independent study
Contact hours:  _3_ lecture  _ lab  _ seminar  _ independent study

Course title: Studies and Problems

Course description (maximum 50 words, exactly as it appears in the catalog):

Special studies, developed by visiting lecturers or individual department members, designed to supplement or to investigate more fully offerings in the department. Announcement of the particular subject is made prior to registration for the term in which offered. Offered at the discretion of the department and open to students with permission of the instructor.

Restrictions (pre-requisites, co-requisites, majors only, etc.):

Permission of the instructor.

Cross-listing, if any: none

Is this course repeatable?  ☑ yes  ☐ no  If yes, how many total credit hours may the student earn? ___

F. NEW COURSE INFORMATION. If you are deactivating a course, leave this blank. Otherwise, please fill out all fields. For changed courses, use boldface for the information that is changing.

Department:  School:  Subject Acronym:  Course Number:

Credit hours:  _ lecture  _ lab  _ seminar  _ independent study
Contact hours:  _ lecture  _ lab  _ seminar  _ independent study

Course title:

Course description (maximum 50 words, exactly as it appears in the catalog):

Restrictions (pre-requisites, co-requisites, majors only, etc.):

Cross-listing, if any (submit approval from relevant department):

Is this course repeatable?  ☐ yes  ☑ no  If yes, how many total credit hours may the student earn? ___

Is there an activity, lab, or other fee associated with this course?  ☑ yes  ☐ no
Note: All fees require approval from the Board of Trustees.

If this is a newly-created course, is it intended to be the equivalent of an existing course?  ☐ yes  ☑ no
If so, which course?  ____________  Note: You must deactivate the course by submitting an additional Course Form.
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Date Approved by Faculty Senate: __________________