

DOCUMENT N: COURSE AND PROGRAM DEVELOPMENT COVER SHEET

See Course and Program Development Policy and Procedures for Instructions

SCHOOL: LAW <input type="checkbox"/> MSB <input type="checkbox"/> YGCLA <input checked="" type="checkbox"/>	Contact Name: Jonathan Shorr	Phone: 6059
DEPARTMENT / DIVISION: School of Communications Design		
SHORT DESCRIPTION OF PROPOSAL (State Document N action item from Box 3 below and program name OR course name, code, & number as applicable): #2 and #7 Course Title and Description WRIT 319 Creative Writing Workshop: Fiction & Non-Fiction		
PROPOSED SEMESTER OF IMPLEMENTATION: Fall <input checked="" type="checkbox"/> Spring <input type="checkbox"/> Year: 2010		

Box 1: TYPE OF ACTION ADD(NEW) <input type="checkbox"/> DEACTIVATE <input type="checkbox"/> MODIFY <input checked="" type="checkbox"/> OTHER <input type="checkbox"/>
Box 2: LEVEL OF ACTION Non-Credit <input type="checkbox"/> Undergraduate <input checked="" type="checkbox"/> Graduate <input type="checkbox"/> OTHER <input type="checkbox"/>

Box 3: ACTION ITEM (check appropriate boxes)	DOCUMENTS REQUIRED (see box 4 below)	IMPACT REVIEWS (see box 5 on back)	APPROVAL SEQUENCE (see box 6 on back)
<input type="checkbox"/> 1. Experimental Course ¹	N, O, P	a, c, e	AC
<input checked="" type="checkbox"/> 2. Course Title	N, O		ABCD
<input type="checkbox"/> 3. Course Credits	N, O, (P)		ABCD
<input type="checkbox"/> 4. Course Number	N, O		ABCD
<input type="checkbox"/> 5. Course Level	N, O		ABCD
<input type="checkbox"/> 6. Pre & Co-Requisite	N, O		ABCD
<input checked="" type="checkbox"/> 7. Course Description	N, O, P		ABCDEF
<input type="checkbox"/> 8. New Course	N, O, P		ABCDEF
<input type="checkbox"/> 9. Deactivate a Course	N, O		ABCDEF
<input type="checkbox"/> 10. Program Requirements	N, O	(b, c, d, e)	ABCDEF
<input type="checkbox"/> 11a. UG Specialization (24 credits or less)	N, O	a, b, c, d, e	ABCDEF
<input type="checkbox"/> 11b. Masters Specialization (12 credits or less)	N, O	a, b, c, d, e	ABCDEF
<input type="checkbox"/> 11c. Doctoral Specialization (18 credits or less)	N, O	a, b, e	ABCDEF
<input type="checkbox"/> 12. Minor (add or delete)	N, O	a, b, c, d, e	ABCDEF
<input type="checkbox"/> 13. Closed Site Program	N, O	e	ABCDHIK
<input type="checkbox"/> 14. Program Suspension	N, O, S	a, e	ABCDEFGIK
<input type="checkbox"/> 15. Program Reactivation	N, O		
<input type="checkbox"/> 16a. Certificate Program (ug/g) exclusively within existing degree program	N, O	a, c, e	ABCDEFHIK
<input type="checkbox"/> 16b. Certificate Program (ug/g) where degree programs do not exist or where courses are selected across degree programs (12 or more credits)	N, O, Q, R, S	a, c, e	ABCDEFHJL
<input type="checkbox"/> 17. Off-Campus Delivery of Existing Program	N, O, S	a, b, c, e	ABCDHIL
<input type="checkbox"/> 18a. UG Concentration (exceeds 24 credit hrs)	N, O, S	a, c, d, e	ABCDEFHJL
<input type="checkbox"/> 18b. Masters Concentration (exceeds 12 credit hrs)	N, O, S	a, c, d, e	ABCDEFHJL
<input type="checkbox"/> 18c. Doctoral Concentration (exceeds 18 credit hrs)	N, O, S	a, c, d, e	ABCDEFHJL
<input type="checkbox"/> 19. Program Title Change	N, O, S	a, c, d, e	ABCDEFHJL
<input type="checkbox"/> 20. Program Termination ²	N, O, S	d, e	ABCDEFHIK
<input type="checkbox"/> 21. New Degree Program ³ ,	N, O, Q, R, S	a, c, d, e	ABCDEFHJL
<input type="checkbox"/> 22. Other	Varies	Varies	Varies

Box 4: DOCUMENTATION (check boxes of documents included)			
<input checked="" type="checkbox"/>	N. This Cover Sheet	<input type="checkbox"/>	Q. Full 5-page MHEC Proposal
<input checked="" type="checkbox"/>	O. Summary Proposal	<input type="checkbox"/>	R. Financial Tables (MHEC)
<input checked="" type="checkbox"/>	P. Course Definition Document	<input type="checkbox"/>	S. Other documents as may be required by MHEC/ USM. See http://www.ubalt.edu/downloads/program_approval_Grid-USM-10-07.doc
<input type="checkbox"/>		<input type="checkbox"/>	T. Other

¹ Approval of experimental course automatically lapses after two offerings unless permanently approved as a new course.

² See USM Policy on the Review and Abolition of Academic Programs (<http://www.usmd.edu/regents/bylaws/SectionIII/III702.html>) for list of information that must be provided for this action.

DOCUMENT N: COURSE AND PROGRAM DEVELOPMENT COVER SHEET (Page 2 of 2)

SCHOOL: LAW <input type="checkbox"/> MSB <input type="checkbox"/> YGCLA <input checked="" type="checkbox"/>	Contact Name: Jonathan Shorr	Phone: 410-837-6059
DEPARTMENT / DIVISION: School of Communications Design		
SHORT DESCRIPTION OF PROPOSAL (State Document N action item from Box 3 and program name OR course name, code, & number as applicable): #2 and #7 Course Title and Description WRIT 319 Creative Writing Workshop: Fiction & Non-Fiction		
PROPOSED SEMESTER OF IMPLEMENTATION: Fall <input checked="" type="checkbox"/> Spring <input type="checkbox"/> Year: 2010		

Box 5: IMPACT REVIEW	SIGNATURES (see procedures for authorized signers)	DATE
a. Library <input type="checkbox"/> No impact <input type="checkbox"/> Impact statement attached	Director or designee:	
b. OTS <input type="checkbox"/> No impact <input type="checkbox"/> Impact statement attached	CIO or designee:	
c. University Relations <input type="checkbox"/> No impact <input type="checkbox"/> Impact statement attached	Director or designee:	
d. Admissions <input type="checkbox"/> No impact <input type="checkbox"/> Impact statement attached	Director or designee:	
e. Records <input type="checkbox"/> No impact <input type="checkbox"/> Impact statement attached	Registrar or designee:	

Box 6: APPROVAL SEQUENCE	APPROVAL SIGNATURES	DATE
A. Department / Division	Chair: <i>Jonathan Shorr</i>	9/29/09
B. General Education (as required for #7, #8)	N/A	
C. Final faculty review body within each School	Chair: <i>[Signature]</i>	10/23/09
D. College Dean	Dean: <i>Larry W. [Signature]</i>	10/27/09
E. Provost and Senior Vice President for Academic Affairs	Provost: <i>Max [Signature] for Joseph Wood</i>	11/02/09
F. Curriculum Review Committee (UFS subcommittee)	Chair:	
G. University Faculty Senate (UFS option)	Chair:	
H. University Council ⁴	Chair:	
I. President	President:	
J. Board of Regents – notification only		
K. Board of Regents – approval		
L. MHEC – notification only		
M. MHEC – approval		
N. Middle States Association notification	Required only if the mission of the University is changed by the action	

⁴ University Council review (for a recommendation to the President or back to the Provost) shall be limited to curricular or academic policy issues

UNIVERSITY OF BALTIMORE

DOCUMENT O: SUMMARY PROPOSAL

See Course and Program Development Policy and Procedures for Instructions

SCHOOL: LAW <input type="checkbox"/> MSB <input type="checkbox"/> YGCLA <input checked="" type="checkbox"/>	Contact Name: Jonathan Shorr	Phone: 6059
DEPARTMENT / DIVISION: School of Communications Design		
SHORT DESCRIPTION OF PROPOSAL (State Document N, Box 3, action item and program name OR course name, code, & number as applicable): #2 and #7 Course Title and Description WRIT 319 Creative Writing Workshop: Fiction & Non-Fiction		
PROPOSED SEMESTER OF IMPLEMENTATION: Fall <input checked="" type="checkbox"/> Spring <input type="checkbox"/> Year: 2010		

O-1: Briefly describe what is being requested: Change WRIT 319 Creative Writing Workshop: Fiction & Non-Fiction to WRIT 318 Creative Writing Workshop: Fiction		
For new courses or changes in existing courses (needed by Registrar)		
OLD Title: Creative Writing Workshop: Fiction & Non-Fiction	Course # / HEGIS Code: WRIT 319	Credits: 3
NEW Title: Creative Writing Workshop: Fiction	Course # / HEGIS Code: WRIT 319	Credits: 3

O-2: Set forth the rationale for the proposal: The proposed title more accurately describes the focus of the course as it's been taught over the past several years and as it is intended to be taught in the future.
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University of Baltimore

DOCUMENT P: Required Format for Course Definition Document

See Course and Program Development Policy and Procedures for Instructions

Include items one through 17 or 18 in your course definition using as much space as needed.

1. Date Prepared: **September 18, 2009**
2. Prepared by: **Jon Shorr**
3. Department/Division: **School of Communications Design**
4. Course Number(s), including HEGIS code(s): **WRIT 319**
5. Course Title: **Creative Writing Workshop: Fiction**
6. Credit Hours: **3**
7. Catalog Description (Paragraph should reflect general aims and nature of the course)

This course introduces students to the elements of fictional craft and gives them the opportunity to write their own short stories. Students study fiction by masterful writers to learn about language and form. Writing exercises encourage risk taking and originality while generating material to be developed into stories. Students submit their story drafts to the class for discussion.

8. Prerequisites: **NONE**
9. Course Purpose (How the course is to be used in the curriculum, e.g. required for major):
Major requirement [choice] for English/creative writing majors and minors; major elective for corporate communication majors; general elective for all other undergraduates.
10. General Education area, if applicable (i.e., social sciences, humanities, science, etc.): **Humanities**
11. Course Type / Component (clinical, continuance, discussion, field studies, independent study, laboratory, lecture, practicum, research, seminar, supervision, thesis research, tutorial, or workshop). This must match PeopleSoft 9.0 coding. *Check with your dean's office if you are unsure of the correct entry: workshop*
12. Faculty qualified to teach the course: **Delury, Matanle, Winik, et al.**

13. Content Outline
The bulk of class time will be devoted to
 - **analytical discussions of outside stories, concentrating on content, structure, language, and craft;**
 - **workshops for stories and exercises written by students in the class.**

14. Learning Goals
By the end of the course, students will be able to:
 - **List and explain the elements of short fiction;**
 - **Discuss and apply criteria for determining quality in short fiction;**
 - **Demonstrate through their own writing the ability to write competent short fiction.**

15. Assessment Strategies

The quality of student work will be assessed primarily via class participation (especially in the workshops) and a final portfolio that will contain drafts and revisions of student writing; reflective commentaries about students' own writing; short exercises; and responses to assigned readings.

16. Suggested Text(s) and Materials (example: textbooks, equipment, software, etc., that student must purchase
 - *The Norton Anthology of Short Fiction, Seventh Shorter Edition*, edited by Richard Bausch
 - *Bird by Bird* by Anne Lamott
17. Suggested class size: 20
18. Lab Fees (when applicable):
None