

First-Year Seminar Proposal

First-year seminar proposals will be reviewed and approved by the Writing Program Committee, which is composed of representatives from all three academic divisions and the Directors of the Writing-Across-the-Curriculum Program. We understand that your proposal may be in the preliminary stages of development, but all the information you can provide will help us provide you with feedback and approval.

About Faculty Grants for New First Year Seminars

All faculty teaching a new first-year seminar are encouraged to apply for summer grants through the Faculty Center for Teaching. Proposals for summer grants are due by noon on Friday, January 20, 2012, and should be submitted electronically to Amy Hark (Hark@muhlenberg.edu). Faculty who apply for grants are invited to ask the Writing Program Committee to write a letter of support, articulating the need for the course and the rationale for why the course is beyond the regular course development duties of faculty.

Please return this form, preferably electronically, to Kate Christein, Writing Center, by Friday, January 20, 2012. Thank you.

Name of Professor: _____

Department: _____

Term Offered: Fall 2012 Spring 2013

(Note: We strongly encourage professors to teach seminars in the fall semester)

* During the above selected semester, I will teach the seminar as part of my normal teaching load.

Yes No

If no, how many courses will you teach? Please include courses taught through the evening college?

of courses _____

Do you want me to list your FYS as an overload? Yes No

Writing Workshops:

The Writing Program committee tentatively will sponsor a **3 day** workshop on writing in **May 2012**.

I would be interested in attending the workshop

The First-Year Seminar program will sponsor a **1 day** workshop for seminar instructors during late **August**.

Yes, I plan on attending the workshop

Working Title of Seminar: (June advisors report that in-coming students rarely read seminar descriptions. This means, unfortunately, that students make their selections based upon titles. Please compose a working title that you think will be appealing to incoming students but that will also attract the kind of student you would like to teach. Please Note: The college computer system can only print a **24 character title**; longer titles will be abbreviated for the course schedule and student transcript copy.)

Catalog Description of Seminar: (Like the title, this description appears in the first-year seminar brochure directed at entering first-year students. Besides describing the seminar's focus, please mention the major questions that you'll address, and please mention the texts (if the texts are final) that will be read. Finally, please include a sentence, which indicates that the seminar is writing intensive. The description should be no longer than **200 words**.)

Would you like a Writing Assistant (WA) assigned to your First-Year Seminar?

(Writing Assistants are Writing Center tutors who are assigned to First-Year Seminars. A Writing Assistant's primary task is to work one-on-one with your students on their writing, either in- or outside class. A Writing Assistant attends all seminar classes, and keeps up with assigned reading so that s/he can participate in classroom discussions; a WA can, among others, lead workshops/discussions on writing, organize and show movies, and facilitate study sessions. A WA is like a teaching assistant. Writing Assistants work approximately 6 hours/week (which includes class time); they are paid between \$7.50 - \$8.40/hour, and receive free copies of your seminar's required texts (please order an additional copy for him/her). Because of the responsibility and the pay, Writing Assistants receive intensive training: they are required to take an English course for academic credit, called "Writing Theory."

Yes, I would like a WA assigned to my First-Year Seminar _____ _____

"I approve this course offering as part of the department's schedule for 2012-2013."

Signature of Department Head _____

(Or have your department head send electronic approval)

Please provide the information requested below only if the proposed seminar is NEW. If you've taught the seminar previously, please attach the most recent syllabus for the seminar.

Goals of the Seminar: (Please list the major questions and issues of your seminar.)

Briefly describe how you think writing will shape both the pedagogy and the assignments of your course. What kinds of writing assignments do you envision and how many?

Writing-intensive courses at Muhlenberg require a minimum of 15 pages of writing with at least one revision. Studies show that students who write often (i.e. weekly) improve much more than students who write sporadically (i.e. every 2-3 weeks). Course writing should include a range of writing tasks, such as in-class writing activities, summaries, exercises in the careful use of secondary material, exploratory writing, analysis, interpretation, arguments, both graded and ungraded work, etc.

Proposed Reading List (First-year seminars must include rigorous, college-level reading. Students need to learn how to negotiate academic texts. Please note that the inclusion of films is acceptable, but can not substitute for reading.):

A. Primary Sources:

B. Secondary Sources:

Additional Descriptive Information: (Please provide any additional information regarding the seminar that you would like to share with the Writing Program committee. This includes field trips, service learning, speakers that you'll ask students to hear, the number of films you will show, etc.)