

## Chemistry Department Statement of Responsibility for All Writing-Intensive Courses:

The Department Chair shall provide a copy of this agreement to each faculty member assigned to teach a Writing-Intensive course. Each faculty member assigned to teaching a Program Writing Intensive Course agrees to the following criteria:

- Writing assignments are an integral part of the course, which promise to enhance student learning (not 'exercises in writing for writing's sake').
- Writing assignments will include various forms of writing such as case studies, laboratory reports, journals, letters, memos, formal essays, research articles, project or grant proposals, etc.
- The improvement of student writing is a clear objective of the course.
- Students will be provided with written instructions that cover major criteria for the evaluation of the assignment(s).
- Students will receive guidance in conceiving, organizing, and presenting written material in ways appropriate to the field of Chemistry/Biochemistry.
- Students will produce at least 5000 words (15-20 typed pages) of writing that will be critically evaluated.
- Each writing assignment will have specified length in terms of minimum number of pages required.
- Writing assignments include at least one major assignment and several shorter different assignments.
- Students will be required to submit drafts of at least one major writing assignment that will be returned with instructor comments/suggestions for improvement before the final copy of the assignment is due, so that students have an opportunity to revise their written work.
- Students will submit final copies of writing assignments for critical evaluation.
- Instructor evaluation of written work will comprise at least 50% of the course grade.