

# WRITING ACROSS THE CURRICULUM REQUEST FOR APPROVAL TO USE W-DESIGNATION

LSC # WI 18  
Action \_\_\_\_\_

## TYPE I. PROFESSOR COMMITMENT

- (x) Professor Laurence Kruckman Phone x4545  
(x) Writing Workshop? (If not at IUP, where? when? at IUP 5-90) \_\_\_\_\_  
(x) Proposal for one W-course (see instructions below) \*\*  
(x) Agree to forward syllabus for subsequently offered W-courses?  
\*\*yes, submitted and approved by LS Committee: Social and Cultural Change

## TYPE II. DEPARTMENTAL COURSES

- ( ) Department Contact Person \_\_\_\_\_ Phone \_\_\_\_\_  
( ) Course Number/Title \_\_\_\_\_  
( ) Statement concerning departmental responsibility.  
( ) Proposal for this W-course (see instructions below)

## TYPE III. SPECIFIC COURSE AND SPECIFIC PROFESSOR(S)

- ( ) Professor(s) \_\_\_\_\_ Phone \_\_\_\_\_  
( ) Course Number/Title \_\_\_\_\_  
( ) Proposal for this W-course (see instructions below)

## SIGNATURES:

Professor(s) Laurence Kruckman Laurence Kruckman

Department Chairperson Kay Synder Kay Synder

College Dean Patricia Joseph

Director of Liberal Studies Charles D. Hill 6-27-90

## COMPONENTS OF A "WRITING SUMMARY"

- (I) "Writing Summary" — one or two pages explaining how writing is used in the course. First, explain distinctive characteristics of the content or students which would help the Liberal Studies Committee understand the summary. Second, list and explain the types of writing activities; be especially careful to explain (1) what each writing activity is expected to accomplish as well as the (2) amount of writing, (3) frequency and number of assignments, and (4) whether there are opportunities for revision. If the activity is to be graded, indicate (5) evaluation standards and (6) percentage contribution to the student's final grade.
- (II) A copy of the course syllabus.
- (III) Samples of assignment sheets, instructions, or criteria concerning writing that are given to students.

Provide 12 copies to the Liberal Studies Committee.