

## REQUEST FOR WRITING ACROSS THE CURRICULUM CREDIT

An instructor planning to teach Writing Across the Curriculum course must complete this form. Normally, the Writing Across the Curriculum Committee will certify instructors to offer individually sections of courses with the WAC indicator unless a special request is made to the Committee to allow all sections of a course (with different instructors) to carry the WAC indicator.

In addition to completing this form, you also are required to submit the proper CCC course form (revised or new, depending on the course). If this is a new core course never approved for core, then you will use the New Course Form. If this is an existing core course request to add the WAC designation, then use the REVISED CORE COURSE form. If you are requesting more than one core area or designation approval, then submit to both area/designation directors.

For additional guidance, please consult the Director of Writing Across the Curriculum, Dr. Sunny Hawkins, [shawkin1@butler.edu](mailto:shawkin1@butler.edu), ext 6892.

Department/College \_\_\_\_\_

Name of person initiating request: \_\_\_\_\_

Phone: \_\_\_\_\_ Email: \_\_\_\_\_

**Please provide specific answers to the following questions in the space provided. You may use additional sheets if necessary:**

- A. What types of formal and informal writing assignments and activities will you use? Describe the type of assignments (e.g., summary and response, formal research report, reflective journal, etc.). How will these activities both help students refine skills for writing to communicate *and* use writing as a tool for learning?
- B. How will you evaluate student writing? How will that evaluation contribute to overall grade? (Percentage of the overall grade is sufficient.) If possible, please provide a rubric for evaluating formal writing assignments.
- C. How will you incorporate **writing instruction** into the course (e.g., analysis of model texts, analysis of disciplinary discourse conventions, strategies for organizing ideas, etc.)?
- D. How will you incorporate **revision** into the course? Will students be completing large formal assignments in smaller drafts? What types of feedback will you provide on student writing (e.g., written instructor feedback, peer response, student conferences, the Writers' Studio) and how will that feedback be incorporated into revising student writing?
- E. List the WAC Student Learning Outcomes followed by a narrative of how the WAC SLOs will be fulfilled in the course.

**Please return this form along with the appropriate CCC course proposal form and the proposed syllabus to the Core Curriculum office, [core@butler.edu](mailto:core@butler.edu).**