

Request for Writing Requirement Designation for a Transfer Course

Macalester seeks to ensure that all students receive instruction in writing that gives attention to writing as a process (writing is rewriting), and that provides students individually with feedback on the mechanics and substance of their writing.

Student Learning Outcomes

Students completing the three-course Writing requirement will be able to:

- Plan, draft, and revise a piece of prose;
- Demonstrate competence in the writing conventions appropriate to a genre, rhetorical context, and anticipated audience;
- Demonstrate appropriate use of standard written language, including clarity and correctness;
- Express ideas clearly using sentence and paragraph-level structures appropriate for genre and rhetorical context;
- Communicate others' perspectives effectively;
- Integrate a student's own ideas with those of others, where appropriate;
- Use evidence to support arguments, interpretations, or findings;
- Cite sources of evidence properly for the intended audience;
- Demonstrate intellectual reach.

Argumentative Writing (WA) Definition: Courses in this category provide explicit instruction in writing and revising evidence-based argumentative prose. Course enrollment should be capped at 20 students, though each instructor retains the discretion to exceed the enrollment cap. Argumentative writing courses may be taught in any language.

To be approved as fulfilling WA, a course must include:

1. Assignments together comprising approximately 20 pages (double-spaced, not including revisions).
2. At least one writing assignment that undergoes revision based on faculty feedback. At a minimum this feedback should include comments that address content (e.g. questions of organization, development of arguments, use of evidence, consideration of audience, paragraph structure), clarity and style, as well as mechanics, such as grammar and usage.
3. Evaluation of writing assignments that specifically addresses the quality of their writing.
4. Provision of instructional time that focuses specifically on argumentative writing, and that is provided within a syllabus or curricular plan for the course that makes explicit the course's intention to produce improvement in argumentative writing.

Writing as Craft (WC) Definition: Courses in this category primarily focus on providing explicit instruction in writing and the writing process in genres other than evidence-based argumentative prose. Assignments are designed to help students improve their skills in writing within a variety of formal conventions and rhetorical contexts. Course enrollment should be capped at 20 students, though each instructor retains the discretion to exceed the enrollment cap. Craft writing courses may be taught in any language.

To be approved as fulfilling WC, a course must include:

1. Assignments together comprising approximately 20 pages (double-spaced, not including revisions).
2. At least one writing assignment that undergoes revision based on faculty feedback. At a minimum this feedback should include comments that address questions of organization, expectations of rhetorical genre, consideration of audience, structure, clarity and style, as well as mechanics, such as grammar and usage.
3. Evaluation of writing assignments that specifically addresses the quality of their writing.
4. Provision of instructional time that focuses specifically on the craft of writing, and that is provided within a syllabus or curricular plan for the course that makes explicit the course's intention to produce improvement in the craft of writing.

Writing Practice (WP) Definition: Courses in this category may include two kinds of writing: 1) students practice their writing skills and demonstrate their mastery of course content in formal papers together comprising approximately 20 pages; **or** 2) the course uses a "*writing-to-learn*" approach: regular, loosely structured, exploratory, low-stakes writing assignments that help students clarify ideas, enhance critical thinking, and explore course content. Faculty members need not provide significant in-class writing instruction and may provide feedback on written work primarily concerned with course content (faculty need not provide feedback on the quality of students' writing). Writing practice courses may be taught in any language.

To be approved as fulfilling WP, a course must include:

1. Written assignments together comprising approximately 20 pages **or** regular, loosely structured, exploratory, low-stakes writing assignments,
2. Development of writing assignments that are reasonably expected to produce improvement of student writing through practice.

Request for Writing Requirement Designation for a Transfer Course

Please read the cover pages of this form and reflect on the degree to which the course for which you are requesting designation addressed the requirement. Then complete all items on this form and submit it to the Registrar's Office.

Your Name: _____ Date: _____

College or University: _____ Dept: _____ Course No.: _____

Course Title: _____

Instructor: _____ Semester and Year Taken: _____

Brief Course Description:

Indicate the intended designation of the course:

- Argumentative Writing (WA)**
- Writing as Craft (WC)**
- Writing Practice (WP)**

Please provide specific examples below of how the requirements of the chosen designation (i.e. WA, WC, or WP) were addressed (attach an additional sheet if necessary). Provide a copy of the course syllabus if available.