**1. Writing Plan Cover Page for WEC Departmental Participation**

|  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- |
|

|  |
| --- |
|  |
|  |
| WEC Unit Name  |  |   |
|  |   |  |
| Department  |  | College  |
|  |  |  |
| WEC Faculty Liaison (print name)  |   | Title  |
|  |   |  |
| Email  |   | Phone  |

 |
|

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
| Date:  |  | If Vote:  |   | /  |   |
|   |   |   | # yes  |   | # total  |

 | [ ]  Third Edition of Writing Plan |  |

**Date:**

*Please fill in the gray areas on this form.*

 [ ]  Second Edition of Writing Plan

 [ ]  First Edition of Writing Plan

**Writing Plan ratified by Faculty**

*Process by which Writing Plan was ratified within unit (vote, consensus, other- please explain):*

*Please fill in the gray areas on this form.*

**2. Unit Profile:**

**-----------------------------------------------------------------------------------------------------------------------------------------------------**

|  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- |
| **WEC Process**  |  | **Date**  |  | **# participated**  | **/**  | **# invited**  |
|  Intro Meeting for Faculty  |   |  |   |  | **/**  |  |
|  Online Faculty Survey  |   |  |   |  | **/**  |  |
|  Online Student Survey  |   |  |   |  | **/**  |  |
|  Online TA/GI Survey  |   |  |   |  | **/**  |  |
|  Meeting 1  |   |  |   |  | **/**  |  |
|  Meeting 2  |   |  |   |  | **/**  |  |
|  Meeting 3  |   |  |   |  | **/**  |  |
|  Meeting 4  |   |  |   |  | **/**  |  |
|    |   |   |   |   | **/**  |  |
|    |   |   |   |   | / |  |

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| **Major(s)** *Please list each major your Unit offers:*  |  | **Total # students enrolled in major as of** Spring 2011 |  | **Total # students graduating with major AY 10-11**  |
|   |   |  |   |  |
|    |   |   |   |   |
|    |   |   |   |   |
|    |   |   |   |   |
|    |   |   |   |   |
|    |   |   |   |   |
|    |   |   |   |   |
| **Total:**  |   |   |   |   |

|  |
| --- |
| **Number of Tenured and Tenure-Track Faculty:**  |
| Professors  |   |
| Associate Professors  |   |
| Assistant Professors  |   |
| **Total**  |  |

**3. Signature Page**

*Please fill in the gray areas on this form.*

Electronic signatures may be submitted in lieu of this page. If this page is submitted as a hard copy, please include a print out of the electronic signature chain here.

**WEC Faculty Liaison**

|  |  |  |
| --- | --- | --- |
| **Department Head/Chair**  |   |   |
|   |   |  |
| Print Name  |   | Title  |
|    |   |  |
| Signature  |   | Date  |
|  **Associate Dean** |   |   |
|  |   |   |
|   |  |
| Print Name  |   | Title  |
|    |   |   |
| Signature  |   | Date  |
|   |   |   |

|  |  |  |
| --- | --- | --- |
|  |   |  |
| WEC Faculty Liaison (print name)  |   | Title  |
|    |   |  |
| Signature  |   | Date  |

**Writing Enriched Curriculum (WEC) Program Description**

Each department will propose a multi-section plan to implement Writing Enriched Curriculum by responding to the following questions. These Writing Plans might include appendices with summarized survey data, curriculum maps, and any other departmentally-created data sources that were used in creating the plan.

In addition to a cover page, Unit/Department profile, and necessary signatures, departments participating in the WEC program would provide a 1-page Writing Plan Narrative/Executive Summary of the information that would be detailed in the following sections:

**Section 1: Discipline-specific Writing Characteristics**

 What characterizes academic and professional communication in this discipline?

**Section 2: Desired Writing abilities**

 With which writing abilities should students in this unit’s (department’s) major graduate?

**Section 3: Integration of Writing into Undergrad. Curriculum**

How is writing instruction currently positioned in this unit’s undergraduate curriculum (or curricula)? What, if any, structural plans does this unit have for changing the way that writing and writing instruction are sequenced across its course offerings? With what rationales are changes proposed and what indicators signify their impact?

**Section 4: Assessment of Student Writing**

How does this unit currently communicate writing expectations (see section 1 &2) to undergraduate students? How satisfied is the unit faculty that students are adequately familiar with these expectations? How satisfied is the unit faculty that student writers are successfully meeting the identified expectations by the time they graduate? Why? If less than satisfied, what plans does the unit propose for closing the gap?

**Section 5: Summary of Implementation Plans and Requested Support**

Based on above discussions, what does the unit plan to implement during the period covered by this plan? What forms of instructional support does this unit request to help implement proposed changes? What are the expected outcomes of named support? What kinds of assessment support does this unit request to help assess the efficacy of this Writing Plan? What are the expected outcomes of this support?

**Section 6: Process used to create this Writing Plan**

How, and to what degree, were stakeholders in this unit (faculty members, instructors, affiliates, teaching assistants, undergraduates, others) engaged in providing, revising, and approving the content of this Writing Plan?

**Section 7: Student Learning Outcomes**

Briefly, please describe the ways that the ideas contained in the Undergraduate Writing Plan address the University’s student learning outcomes.