



Department of French and Italian

200 Hagerty Hall  
1775 College Road  
Columbus, OH 43210-1340

Phone (614) 292-4938  
Fax (614) 292-7403

October 7, 2014

To: Meg Daly, Chair of ASCC

From: Janice M. Aski, Chair of ASCC Arts and Humanities Panel

Dear Meg,

At our meeting on Friday, September 26, 2014 the Arts and Humanities Panel reviewed the proposal from English Department to revise the Professional Writing Minor.

During the Summer 2013 term, the College of Arts & Sciences decided to move the Minor Program in Professional Writing from the Center for the Study and Teaching of Writing (CSTW) to the Department of English. This move necessitated the removal of three courses from the CSTW curriculum (4175: Special Topics in Professional Writing, 4150: Cultures of Professional Writing, and 4191: Internship in Professional Writing) and the addition of two courses to the English undergraduate curriculum (4150 and 4189: Professional Writing Minor: Capstone Internship – a new, capstone version of 4191). They also re-titled the current English internship course, English 5191, from 'Writing Internship' to 'Internship' and changed the description to an internship experience the includes a wide variety of career fields instead of just experiences requiring writing, editing, and/or research to better reflect its content. They also propose to allow a technical writing course (3305) to count toward the first elective category, Group A, on the minor, and 3662 (Introduction to Literary Publishing) to count toward the second elective category, Group B. Finally, due to lack of use, they would like to delete the 'Special Permissions Category' that was designed to allow individual iterations of a variety of courses—iterations that were reviewed by minor program staff and met the program criteria of instruction in "writing and writing-related work"—to count toward the minor program's Group B elective category.

The panel found this proposal to be detailed, clear and thorough and unanimously approved the changes to the Professional Writing Minor.

Respectfully,

A handwritten signature in black ink that reads "Janice M. Aski". The signature is written in a cursive style.

Janice M. Aski