

**The Ohio State University  
Colleges of the Arts and Sciences Course Change Request**

English

Academic Unit

English

903.01

Book 3 Listing (e.g., Portuguese)

Course Number

Summer      Autumn      Winter       Spring      Year **2008**

**Proposed effective date:** choose one quarter and put an "X" after it; and fill in the year. See the OAA curriculum manual for deadlines.

**A. Course Offerings Bulletin Information.** Follow instructions in the OAA curriculum manual. Before you fill out the "Present Course" information, be sure to check the latest edition of the *Course Offerings Bulletin* and subsequent Circulating Forms. You may find that the changes you need have already been made or that additional changes are needed. If the course offered is less than quarter or term, please also complete the Flexibly Scheduled/OffCampus/Workshop Request form.

**COMPLETE ALL ITEMS THIS COLUMN**

**Present Course**

1. Book 3 Listing: G5
2. Number: 903
3. Full Title: Teaching College English
4. 18-Char. Transcript Title: TEACH COLL ENGLISH
5. Level and Credit Hours P5
6. Description: Students work as apprentices to faculty members in the planning and execution of an undergraduate English course  
(25 words or less)
7. Qtrs. Offered : All
8. Distribution of Contact Time: 5 cl  
(e.g., 3 cl, 1 3-hr lab)
9. Prerequisite(s): doctoral standing
10. Exclusion:  
(Not open to....)
11. Repeatable to a maximum of 10 credits.
12. Off-Campus Field Experience: No
13. Cross-listed with: N/A
14. Is this a GEC course? No
15. Grade option (circle): Ltr    S/UX  
If P graded, what is the last course in the series?
16. Is an honors version of this course available? Y  NX
- Is an Embedded Honors version of this course available?    Y  N  X

17. Other general course information:

**COMPLETE ONLY THOSE ITEMS THAT CHANGE  
Changes Requested**

1. G3
2. 903.01
3. Teaching College English 1
4. TEACH COLL ENGLISH 1
5. P3
- 6.
- 7.
8. 3cl
- 9.
- 10.
11. repeatable to a maximum of 6 credits (only 3 count towards doctoral requirement)
- 12.
- 13.
- 14.
15. P ; 903.02
- 16.

17.

**B. General Information**

1. Do you want the prerequisites enforced electronically (see the OAA manual for what can be enforced)?  
Yes

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2. Does this course currently satisfy any GEC requirement, if so indicate which category?  
No

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3. What other units require this course? Have these changes been discussed with those units?  
N/A

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4. Have these changes been discussed with academic units that might have a jurisdictional interest in the subject matter?  
Attach relevant letters.  
N/A

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5. Is the request contingent upon other requests, if so, list the requests?  
Contingent on approval of 903.02

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6. Purpose of the proposed change. (If the proposed change affects the content of the course, attach a revised syllabus and course objectives and e-mail to [asccurrofc@osu.edu](mailto:asccurrofc@osu.edu).)  
To improve quality of mentoring by continuing it over two quarters

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7. Please list Majors/Minors affected by the proposed change. Attach revisions of all affected programs. This course is (check one):  
 Required on major(s)/minor(s)       A choice on major(s)/minors(s)  
 N/A     An elective within major(s)/minor(s)     A general elective:

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8. Describe any changes in library, equipment or other teaching aids needed as a result of the proposed change or if the proposed change involves budgetary adjustments, describe the method of funding:  
N/A

Approval Process The signatures on the lines in ALL CAPS ( e.g. ACADEMIC UNIT) are required.

<p>1. Academic Unit Undergraduate Studies Committee Chair</p> <p>2. Academic Unit Graduate Studies Committee Chair</p> <p>3. ACADEMIC UNIT CHAIR/DIRECTOR</p>	<p>Manvel Martinez 11/7/07 Printed Name Date</p> <p>CLARE SIMMONS Nov 8, 2007 Printed Name Date</p> <p>Valerie Lee 11/13/2007 Printed Name Date</p>
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4. After the Academic Unit Chair/Director signs the request, forward the form to the ASC Curriculum Office, 105 Brown Hall, 190 West 17<sup>th</sup> Ave. or fax it to 688-5678. Attach the syllabus and any supporting documentation in an e-mail to [asccurrofc@osu.edu](mailto:asccurrofc@osu.edu). The ASC Curriculum Office will forward the request to the appropriate committee.

5. COLLEGE CURRICULUM COMMITTEE	Printed Name	Date
6. ARTS AND SCIENCES EXECUTIVE DEAN	Printed Name	Date
7. Graduate School (if appropriate)	Printed Name	Date
8. University Honors Center (if appropriate)	Printed Name	Date
9. Office of International Affairs (study tours only)	Printed Name	Date
10. ACADEMIC AFFAIRS	Printed Name	Date



## **English 903: Teaching College English**

### **PROPOSED REVISION: English 903.01 and 903.02**

This is a teaching internship with a faculty member, of which students must complete the first three hours before they can be assigned to teach any of the 200-level literature, language, or folklore courses. English 881.02, 881.03, and 881.04 may be substituted for 903 by students whose teaching interests include basic writing, ESL, and/or business and professional writing.

English 903 provides an apprentice experience for Ph.D. students. English 903 carries 5 credit hours, completed as three hours of teaching observation and two of mentoring when the student teaches the course, which count as part of Ph.D. course work. The course may be repeated, but only five hours may be applied to the degree. In order to coordinate their teaching interests with scheduled courses, students planning to complete 903 should also consult the undergraduate course offerings and faculty teaching them, available on the Department web-page.

#### **English 903.01(3 credits)**

Each student will work closely with a faculty member on the design and execution of a particular course. (Faculty members in their first year will be exempt from taking on apprentices.) Faculty and students will have considerable flexibility in constructing the day-to-day details of the apprenticeship, but a typical pattern for the first part of 903 would look something like this:

1. Student and professor agree to do 903 in an upcoming quarter (usually two quarters in advance).
2. When the book order forms are distributed, the professor and student meet to discuss which books they will use and why.
3. At some point before the course starts, the professor and student meet to discuss the course syllabus. They consider such matters as the objectives of the course and how best to design the schedule of readings, the students' writing assignments, and the classroom atmosphere so that those objectives can be met.
4. Before class, the professor and student meet to talk about the session's goals and the pedagogical means they will use to meet them. In addition, they consider how the goals of the upcoming session fit in with the overall goals of the course.
5. Before each writing assignment (including exams), professor and student discuss what they want to achieve and how they might design the assignment to reach those goals.
6. The professor must take responsibility for all grades assigned in the course, but the student may elect to read, comment on, and assign possible grades to a subset of the papers or exams. Since the student is an apprentice and not a TA, however, the point of this work is not to lighten the faculty member's load but rather to provide the occasion for discussion of criteria for different grades, how to address students in commentary, and so on. In all cases, the professor must read all papers submitted for the class and assign the final grades.
7. The student takes primary responsibility for some teaching, in the range of two to four hours of instruction over the course of the quarter.

8. After the course is over, the professor and student read the student evaluations and discuss them as well as their own assessments of what worked and what didn't.
9. The course is graded S/U, and the faculty member writes a graduate report. (The faculty member should also be prepared to write a letter of recommendation for the student's dossier.)
10. The student writes a report on the apprentice experience, reflecting on how her or his thinking about pedagogy has been influenced by 903.

In general, the idea of the internship is to give the student the opportunity to work closely with a faculty member on everything from the design of a course to its day-to-day operations, from its goals and purposes to its grading and evaluation.

Students may work with a professor in any undergraduate course; if the professor is not part of the graduate faculty and is willing to be observed, the student can register with the Director of Graduate Studies and the classroom instructor will report the grade at the end of the first quarter. Normally, no more than two students should sign up for 903 with the same professor and the same course in any one quarter, although rare exceptions can be made if the class is close to full enrollment (45). GTAs may not receive credit for 903 and a Teaching Assistant stipend for the same course. Students must take the first part of 903 before they are assigned their own sections of relevant courses, but they need to take 903 only once as a general preparation for that teaching. In other words, students do not have to take a new 903 for every new course they teach.

Of course, students will generally gravitate toward courses in their areas and in the areas where they would most like to teach. Below are the usual links between 903 experiences and the assignment of undergraduate courses, but graduate students should have considerable leeway in choosing their apprenticeships and those assigning graduate students to 200-level courses should have some flexibility in making those assignments.

For example, 520 will count for 220 and 201; 560 for 260; 561 for 261; 562 for 262; 550 and 551 for 290; 552 and 553 for 291; 515, 520, 521, 522, 531, and 535 for 201; 540, 541, 542, 543, 548 for 202; 571 for 271; 577 for 270; 578 for 263. Students specializing in Rhetoric and Composition may be able to fulfill the requirement through observing and teaching certain 300-level classes.

### **English 903.02 (2 credits)**

When the GTA is assigned either the course observed in the first part of 903 or a related course, s/he must register for two hours of credit with a faculty mentor willing to advise on the preparation of the syllabus, grading standards, classroom methods, and other issues relating to the class. The GTA and faculty mentor should meet several times over the quarter to discuss course progress. The mentor will ideally be the instructor observed in the first part of 903, but could also be the student's advisor, the Course Director, or a faculty member who has taught the assigned course. The faculty mentor will observe the class at least once and write a report for the Course Director.

## English 903: Teaching College English

### CURRENT DESCRIPTION

#### From the English Department Graduate Handbook

This is a teaching internship with a faculty member, which students must complete before they can be assigned to teach any of the 200-level literature, language, or folklore courses. English 881.02, 881.03, and 881.04 may be substituted for 903 by students whose teaching interests include basic writing, ESL, and/or business and professional writing. However, 903 will be a prerequisite for teaching the relevant 200-level courses (just as the 881 series is now a prerequisite for teaching the specialized writing courses).

English 903 carries 5 credit hours, which count as part of Ph.D. course work. The course may be repeated, but only five hours may be applied to the degree. In order to coordinate their teaching interests with scheduled courses, students planning 903 should also consult the undergraduate course offerings and faculty teaching them, available from the Undergraduate Studies Office, Denney 451.

English 903 provides an apprentice experience for Ph.D. students. Each student will work closely with a faculty member on the design and execution of a particular course. (Faculty members in their first year will be exempt from taking on apprentices.) Faculty and students will have considerable flexibility in constructing the day-to-day details of the apprenticeship, but a typical pattern would look something like this:

1. Student and professor agree to do 903 in an upcoming quarter (usually two quarters in advance).
2. When the book order forms are distributed, the professor and student meet to discuss which books they will use and why.
3. At some point before the course starts, the professor and student meet to discuss the course syllabus. They consider such matters as the objectives of the course and how best to design the schedule of readings, the students' writing assignments, and the classroom atmosphere so that those objectives can be met.
4. Before each class, the professor and student meet to talk about the session's goals and the pedagogical means they will use to meet them. In addition, they consider how the goals of the upcoming session fit in with the overall goals of the course. (For all class sessions but the first, this meeting might occur an hour or so before walking into the session.)
5. Before each writing assignment (including exams), professor and student discuss what they want to achieve and how they might design the assignment to reach those goals.
6. The professor must take responsibility for all grades assigned in the course, but the student may assist in grading by reading, commenting, and assigning possible grades to a subset of the papers or exams. Since the student is an apprentice and not a TA, however, the point of this work is not to lighten the faculty member's load but rather to provide the occasion for discussion of criteria for different grades, how to address students in commentary, and so on. In all cases, the professor must read the papers marked by the apprentice and assign the final grades.
7. The student takes primary responsibility for some teaching, in the range of two to four hours of instruction over the course of the quarter.
8. After the course is over, the professor and student read the student evaluations and discuss them as well as their own assessments of what worked and what didn't.

9. The course is graded S/U, and the faculty member writes a graduate report. (The faculty member should also be prepared to write a letter of recommendation for the student's dossier.)
10. The student writes a report on the apprentice experience, reflecting on how her or his thinking about pedagogy has been influenced by 903.

In general, the idea of the internship is to give the student the opportunity to work closely with a faculty member on everything from the design of a course to its day-to-day operations, from its goals and purposes to its grading and evaluation.

Students may work with a professor in any undergraduate course. No more than two students may sign up for 903 with the same professor and the same course in any one quarter. Students must take 903 before they are assigned their own sections of 200-level courses, but they need to take 903 only once as a general preparation for that teaching. In other words, students do not have to take a new 903 for every new 200-level course they teach.

Of course, students will generally gravitate toward courses in their areas and in the areas where they would most like to teach. Below are the usual links between 903 experiences and the assignment of undergraduate courses, but graduate students should have considerable leeway in choosing their apprenticeships and those assigning graduate students to 200-level courses should have some flexibility in making those assignments.

For example, 520 will count for 220 and 201; 560 for 260; 561 for 261; 562 for 262; 550 and 551 for 290; 552 and 553 for 291; 515, 520, 521, 522, 531, and 535 for 201; 540, 541, 542, 543, 548 for 202; 571 for 271; 577 for 270; 578 for 263.