OFFICE OF ACADEMIC AFFAIRS
PROGRAM APPROVAL FORM

☐ Undergraduate  ☐ Graduate  ☐ New Program  ☐ Program Change

College: AHSS  Department: English

Program Title: Technical Writing Minor

Program Type:  ☐ Major  ☐ Minor  ☐ Concentration  ☐ Certificate

Total Credit Hours: 21  Effective Date: Fall 2017

Is the new program or change in existing program part of an accreditation requirement?  Yes ☐ No ☐

If so, please explain.

Does this course involve academic units external to the originating college?  Yes ☐ No ☐

If so, deans of all colleges involved must sign this form.

Attach a detailed description of proposed program to include the following: background information, academic justification, student need and demand, listing of courses with credit hour requirements or deletions, facility requirements, and any other pertinent information.

Department Chair: ___________________  Grad. Council: ___________________

College Dean: ___________________  Graduate Dean: ___________________

College Curriculum Committe: ___________________

Undergrad Curriculum Cmte: ___________________  Provost: ___________________

Acknowledgements from other units:

Department Chair: ___________________  College Dean: ___________________
Program Change to Technical Writing Minor

This proposed change to the technical writing minor would allow the English department to cross-list EH 401 with EH 501, Theory and Practice of Technical Communication. Currently students in the technical writing minor take EH 303: Practice and Research in Technical Communication. This course was designed to offer students an introduction to the field, experience creating common technical writing documents, and exposure to research questions and journals in technical communication. However, instructors have noticed a significant overlap between this course material and course material in EH 501: Theory and Practice in Technical Communication. Therefore, minors can take a cross-listed undergraduate version of the course. This will facilitate a more efficient teaching rotation, improve enrollments, and lower the department’s costs-per-credit hour.
### Current Program

**A typical program for a non-technical major is as follows:**

<table>
<thead>
<tr>
<th>Code</th>
<th>Title</th>
<th>Semester Hours</th>
</tr>
</thead>
<tbody>
<tr>
<td>EH 301</td>
<td>TECHNICAL WRITING</td>
<td>3</td>
</tr>
<tr>
<td>EH 302</td>
<td>TECHNICAL EDITING</td>
<td>4</td>
</tr>
<tr>
<td>EH 303</td>
<td>PRAC &amp; RSRCH IN TECH COMM</td>
<td>3</td>
</tr>
<tr>
<td>EH 320</td>
<td>PRACTICUM IN WRITING</td>
<td>3</td>
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</tbody>
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**Technical and Science Majors**

9 hours of Arts, Humanities, and Social Science Electives

**Arts, Humanities, & Social Science and Business Majors**

9 hours of technical or science electives

**Total Semester Hours**

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### Proposed Program

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