OFFICE OF ACADEMIC AFFAIRS
PROGRAM APPROVAL FORM

THE UNIVERSITY OF
ALABAMA IN HUNTSVILLE

☑ **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? *If so, please explain.*   Yes ☐   No ☑

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 Commitee: _____

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:

Code	Title	Semester Hours
EH 301	TECHNICAL WRITING	3
EH 302	TECHNICAL EDITING	4
EH 303	PRAC & RSRCH IN TECH COMM	3
EH 320	PRACTICUM IN WRITING	3
Technical and Science Majors		9
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		22

Proposed Program

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

Code	Title	Semester Hours
EH 301	TECHNICAL WRITING	3
EH 302	TECHNICAL EDITING	4
EH 401	THEORY AND PRACTICE OF TECHNICAL COMMUNICATION	3
EH 320	PRACTICUM IN WRITING	3
Technical and Science Majors		9
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		22

Course List