TO:       Dr. John R. Halstead, College President

FROM:    The College Senate: March 1, 2010

RE:            I.   Formal Resolution (Act of Determination)
                II.   Recommendation (Urging the Fitness of)
                III.  Other, For Your Information (Notice, Request, Report, etc.)

SUBJ:  Graduate Certificate in Creative Writing (routing #26 09-10 GC)

Signed:________________________________________________    Date: ____/____/____

(Steven Lewis, 2009-10 College Senate President)

Please fill out the bottom portion and follow the distribution instructions at the end of this page.

TO:         Steven Lewis, The College Senate President

FROM:    John R. Halstead, College President

RE:            I. Decision and Action Taken on Formal Resolution (circle choice)
                a. Accepted - Implementation Effective Date: _____Fall 2010_____
                b. Deferred for discussion with the Faculty Senate on ____/____/____
                c. Unacceptable for the reasons contained in the attached explanation

II, III.  Response to Recommendation or Other/FYI
                a. Received and acknowledged ____/____/____
                b. Comment: _______________________________________________________________

Signed:___________________________________________________________ Date: ___________________

(Dr. John R. Halstead, President, The College at Brockport)

DISTRIBUTION

Upon approval, the College President will forward copies of resolutions to his staff who will, in turn, forward copies to their staff. The College Senate Office will post resolutions to the College Senate Web at http://www.brockport.edu/collegesenate/resolutions.
DEADLINE FOR SUBMISSIONS: FEBRUARY 28
Incomplete proposals or proposals received after the deadline may not be reviewed until next semester.

INSTRUCTIONS – please, no multiple attachments – each proposal must be submitted electronically as one document.

- Submit only complete proposals. Include support letters from department chair and dean.
- Proposals must be prepared individually in Word format using committee guidelines available at brockport.edu/collegesenate/proposal.html.
- Fill out this cover page for each proposal and insert it electronically as the front page of your document. (/collegesenate/proposal.html)
- Email whole proposal with cover page as one document to senate@brockport.edu and facprez@brockport.edu.
- All updates must be resubmitted to the Senate office with the original cover page including routing number.
- Questions? Call the Senate office at 395-2586 or the appropriate committee chairperson.

1. PROPOSAL TITLE: Please be somewhat descriptive, ie. Graduate Probation/Dismissal Proposal rather than Graduate Proposal.

2. BRIEF DESCRIPTION OF PROPOSAL:
Creates a 15-credit graduate certificate in creative writing from existing courses in the MA creative writing program.

3. WILL ADDITIONAL RESOURCES AFFECTING BUDGET ARE NEEDED? NO

4. HOW WILL THIS EFFECT TRANSFER STUDENTS:
No effect

5. ANTICIPATED EFFECTIVE DATE:
Fall 2010

6. SUBMISSION & REVISION DATES: PLEASE PUT A DATE ON ALL UPDATED DOCUMENTS TO AVOID CONFUSION.

<table>
<thead>
<tr>
<th>First Submission</th>
<th>Updated on</th>
<th>Updated on</th>
<th>Updated on</th>
</tr>
</thead>
<tbody>
<tr>
<td>11/24/09</td>
<td>2/4/10</td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

7. SUBMITTED BY: (contact person)

<table>
<thead>
<tr>
<th>Name</th>
<th>Department</th>
<th>Phone</th>
<th>Email</th>
</tr>
</thead>
<tbody>
<tr>
<td>J. Roger Kurtz, Chair</td>
<td>English</td>
<td>X5823</td>
<td><a href="mailto:rkurtz@brockport.edu">rkurtz@brockport.edu</a></td>
</tr>
</tbody>
</table>

8. COMMITTEES TO COPY: (Senate office use only)

<table>
<thead>
<tr>
<th>Standing Committee</th>
<th>Forwarded For Approval To</th>
<th>Dates</th>
</tr>
</thead>
<tbody>
<tr>
<td><em>Enrollment Planning &amp; Policies</em></td>
<td>Committee for approval</td>
<td>11/25/09</td>
</tr>
<tr>
<td><em>Faculty &amp; Professional Staff Policies</em></td>
<td>Executive Committee</td>
<td>2/8/10</td>
</tr>
<tr>
<td><em>General Education &amp; Curriculum Policies*</em></td>
<td>GED to Vice Provost</td>
<td></td>
</tr>
<tr>
<td><em>Graduate Curriculum &amp; Policies</em></td>
<td>Senate</td>
<td>2/15/10 (vote 3/1)</td>
</tr>
<tr>
<td><em>Student Policies</em></td>
<td>College President</td>
<td>3/5/10</td>
</tr>
<tr>
<td><em>Undergraduate Curriculum &amp; Policies</em></td>
<td>OTHER</td>
<td></td>
</tr>
</tbody>
</table>

* follow special Gen Ed procedures for submission of General Education proposals at “How to Submit Proposals” on our Website.

NOTES:
November 13, 2009

TO: College at Brockport Faculty Senate

FROM: J. Roger Kurtz, Chair
       Department of English

RE: Proposal for a Graduate Certificate in Creative Writing

Summary:

The English department proposes creating a 15-credit Graduate Certificate in Creative Writing. Essentially like a “minor” in Creative Writing at the graduate level, this program might be used by students who are pursuing graduate studies in other areas, or by students who wish to study creative writing at the graduate level without completing a full masters program. The English department would administer the certificate as a track in its graduate program, beginning Fall 2010.

This proposal for a new graduate certificate in creative writing is part of a broad effort to attract a larger number of high-quality applicants to the program, to build a more visible creative writing presence in the Rochester/Western New York area, and to implement a dynamic curriculum that affords students the necessary time and resources to practice and hone the craft of writing.

Academic rationale.

The existing MA in English with emphasis in creative writing is a 36-credit-hour program that includes a mix of writing workshops and literature courses, as well as a creative thesis. The graduate certificate we propose would be a 15-credit-hour program for writers in three categories:

• those pursuing a graduate degree in another discipline who would like to add an emphasis in creative writing
• those who already hold a graduate degree in another discipline
• those who do not care about the degree.

Mission, market, and quality.

a. How does the proposal reflect the campus mission focus?

The certificate will broaden the usefulness of a graduate program that is already well-established at Brockport.

b. What are the market demand factors that this proposal responds to? Include program competition from other regional colleges.

Our program has always included writers who do not need the creative writing MA as a credential. In recent years the graduate workshops have included a practicing psychiatrist, a professional singer/songwriter, and the owner of an art gallery. We have also welcomed students who are pursuing
graduate degrees in other disciplines. The certificate would give writers like these a formal way into and out of the program.

Certificates like the one we propose exist at a handful of colleges and universities around the country. We do not know of any in this region.

c. How is program quality addressed in this proposal?

This proposal accompanies another, which revises the MA curriculum to improve program quality.

Entrance requirements.

Applicants must meet the same requirements as for the creative writing MA, including submission of a writing sample for review by the creative writing faculty. Admission to the certificate program will be just as selective as for the MA.

Program requirements.

<table>
<thead>
<tr>
<th>Course</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>ENG 691, Prose Workshop</td>
<td>3</td>
</tr>
<tr>
<td>ENG 692, Poetry Workshop</td>
<td>3</td>
</tr>
<tr>
<td>ENG 503, Writer's Craft</td>
<td>3</td>
</tr>
<tr>
<td>ENG 603, Seminar in Creative Writing</td>
<td>3</td>
</tr>
<tr>
<td>English elective</td>
<td></td>
</tr>
</tbody>
</table>

15

Courses taken towards this certificate would also apply towards the MA in English. For instance, a student who has completed the certificate would be welcome to apply to the MA program in creative writing, and if accepted could finish that degree in a year. In another case, a student might work towards an MA in English with the emphasis in literature, to be accompanied by the certificate in creative writing.

Exit requirements.

Successful completion of coursework is the only requirement.

Academic administration commentary.

a. Letter of review/comment from the Graduate Dean.

b. Letter of review/comment from Dean of the School.

c. Letter of review/comment from Department Chair.

Resources, facilities, and non-teaching staff needed to implement the program.

No new resources, facilities, or non-teaching staff are required.

Course descriptions.

**ENL 503, Writer's Craft.** Requires students to meet with the directors of the Writers Forum and guest artists and critics to discuss contemporary literature and the creative process. Contact the department for the names of guests to appear in the semester and for other details. May be repeated once for credit. 3 Cr.
ENG 603, Seminar in Creative Writing. Brings the theory and method of creative writing to the study of selected readings in poetry and/or prose. Topics will vary, but may include the lyric poem; the novel; memoir; publishing and the literary journal; prosody; and the teaching of writing. Instructor's permission required; may be repeated once for credit. 3 Cr.

ENG 691, Prose Workshop. A seminar in the practice of prose writing (fiction and/or nonfiction), with particular attention given to discussion and critique of students' own work. The workshop is supplemented by readings in modern and contemporary prose, essays on craft, etc. Instructor's permission required; may be repeated twice for credit. 3 Cr.

ENG 692, Poetry Workshop. A seminar in the practice of poetry writing, with particular attention given to discussion and critique of students' own work. The workshop is supplemented by readings in modern and contemporary poetry, essays on craft, etc. Instructor's permission required; may be repeated twice for credit. 3 Cr.

Sequence in which courses will be offered to guarantee completion of requirements in reasonable time.

ENL 503: fall and spring.
ENL 603: fall.
ENL 691: fall; may be offered in spring.
ENL 692: spring; may be offered in fall.

Staffing.

No new staff is required. Students in the certificate program will enroll in existing graduate courses which in recent semesters have not been enrolled to capacity.

Letters of support from cooperating departments, agencies, institutions, etc., including a statement of probable/likely impact on departments.

This certificate does not include requirements outside the English department.

Facilities:

a. Library holdings.

For the purposes of this certificate, no new library holdings are needed.

b. Research and laboratory facilities and equipment.

No new facilities or equipment are needed.

c. Computer facilities and services.

No new facilities or services are needed.
Roger:

I approve the attached proposals for a CW certificate, CW MA revision, Lit MA revision, and change to Film Studies.

Stuart Appelle, Ph.D.
Dean, School of Science and Mathematics
350 New Campus Drive
The College at Brockport
State University of New York
Brockport, New York 14420

Dear Dr. Appelle:

I have read and support each of the program changes/innovations that Dr. Kurtz has submitted to you: The revision of the MA program in English, the revision of the Creative Writing program in English, and the creation of the Creative Writing Advanced Graduate Certificate in English. I find them to be written and designed with program quality in mind, and to be advantageous for student outcomes.

Best wishes,

Susan Stites-Doe, PhD
Dean of Graduate Studies
November 24, 2009

TO: Faculty Senate
FROM: Dr. J. Roger Kurtz, English Department Chair
RE: Proposal for a Graduate Certificate in Creative Writing

The attached proposal has been reviewed and approved by the English department graduate committee and by the department as a whole. It has also been reviewed and approved by the Dean of our School and by the Dean of Graduate Studies.

As Department Chair, I also support this proposal as I believe it will strengthen our program and the educational offerings of the College.