

Academic Research and Writing

Code: ENG 1103

Time Period: Continuous

Form B – Course Revision Form

1

Today's Date:

09/05/2026

2

Your Email:

kkirkpa2@highpoint.edu

3

Please list the appropriate school to oversee this proposal

WHBS

4

When should this proposal take effect?

Please input Semester and Year. E.g. Fall 2027

Fall 2027

5

What type of change do you need to request?

☐ Small Curricular Change

☒ Course Revision

☐ Both

6

Would you like to apply these changes to additional courses in this program?

- ☐ Yes
☐ No

7

What course revision would you like to request?

- ☒ Learning Outcomes (add or remove specific outcomes)
☐ Credits
☐ Change Course Number (Change to Level)
☐ Course Repeat Option
☐ Adding or removing an Academic Program
☐ Creation of a special topics course or revisions to an existing special topics course
☐ Discontinuance of a course

Learning Outcomes Change

1

Please list the revised student learning outcomes for this course in the box below.

- **Communication:** Communicate effectively with audiences in contextually appropriate ways.
- **Analysis:** Correctly apply a theoretical framework or method in the analysis of an issue or problem.
- **Research:** Address research goals by collecting and using primary data.
- **Information Literacy:** Find, evaluate, and use appropriate sources to address information needs in writing.
- **Multimodality:** Use technologies and tools to make projects that intentionally integrate multiple modes.
- **Process:** Engage in writing as a process by drafting, peer reviewing, revising, editing, and reflecting.

2

Please list any revisions to units or content areas that will be required for all sections of this course in the box below.

Every section of FYW will teach a "Core Assignment." All of the learning outcomes for the course should be assessable through the writing students complete for this project. This will be a genre-based project that invites students to practice conventions of academic writing, mirroring some structures of journal articles specifically (e.g., the IMRaD format). The genres available for the Core Assignment will be shared across the program and taught in every course. Additionally,

all Core Assignments must be submittable to the FYW Director for program assessment.

This will be the only required project type for all ENG 1103 sections. All other projects may be designed by individual instructors based on their areas of expertise, as long as those assignments follow the course description and assess at least one student learning outcome.

3

If you have Gen Ed learning outcomes, please address the kinds of assessments you may use for each area that you are proposing the course be designated (i.e., Arts, Humanities, Diversity, etc.)

4

Please list any revisions to course policies that will be required for all sections of this course.

5

If you would like to specify any revisions to requirements for how contact hours must be met for all sections of this course, please indicate below (e.g., if any experiential learning activities will replace seat time)

6

If this course proposal affects any other departments, please describe the consultation and approval that you've received and from whom in the box below.

7

Is there any additional information that you would like to provide for this proposal?

8

Sample Syllabus

To upload, please select the *add a new document* link to upload your files. Once uploaded, please select the files within the dropdown menu.

[Sample ENG 1103 Syllabus.pdf](#)

Additional documents

NOTE: This is a two-step process.

Please select the *add a new document* link to upload your files. Once uploaded, please select the files within the dropdown menu.

No document was selected.

Gen Ed & Academic Program Information

1

Is this a revision to meet new Gen Ed requirements?

☐ Yes

☒ No

2

Is this course part of an academic program?

☒ This course does not currently fulfill academic program requirements

☐ Honors Scholars

☐ Service Learning

☐ Study Abroad

☐ Environmental Studies

☐ Latin American Studies

☐ Legal Studies

☐ East Asian Studies

☐ Jewish Studies

3

Does this course, as revised, include any community engagement?

☒ Yes

☐ No

4

Is this course part of GoGlobal?

☐ Yes

☒ No

5

Does this course count towards a major or a minor?

☐ Yes

☒ No

6

Is this course cross listed?

☐ Yes

☒ No

Upload Documentation

1

Please attach any documentation that is needed for this proposal.

To upload, please select the *add a new document* link to upload your files. Once uploaded, please select the files within the dropdown menu.

No document was selected.

Department Chair Feedback

1

Feedback/Comments

Please provide any feedback or comments for the proposer.

2

Today's Date

09/08/2026

DEANS

1

What is your decision regarding this Course Revision form? (Please select a radial button below and also choose the corresponding workflow action on the bottom of this form)

- ☐ Inter-Collegiate : General Education
- ☐ Inter-Collegiate : Honors Council
- ☐ Inter-Collegiate : Non-General Education
- ☐ Inter-Collegiate : Study Abroad
- ☐ Inter-Collegiate : Service Learning
- ☒ Intra-Collegiate
- ☐ Small Change

2

Feedback/Comments

Please provide any feedback or comments for the proposer.

The form suggests that there is a change to learning outcomes, which would have to go before the GEC, but the revision I am seeing is the addition of a common assignment across all sections and 1103 subject areas. So I do not see how this revision alters any learning outcomes. If the EPC sees alterations in those SLOs, then the proposal probably needs to continue its journey...like a bill on Capitol Hill, but, if I am correct and the common assignment is the only substantive change, then the shift should simply draw greater commonality into the student experience of the course. That is a departmental matter.

3

Today's Date

09/08/2026

Intra-Collegiate: School EPC Feedback (FOR CHAIR ONLY)

1

COMMITTEE MEMBERS: Please review the form. Once your review is complete, click "Continue Later" at the bottom of the page or "Exit" at the top right of the screen. Do not enter comments or submit the form.

CHAIR: At the committee meeting, present this form and enter the committee's comments into the comment box below, then click "Submit."

2

Today's Date

09/25/2026