**REQUEST TO COLLEGE CURRICULUM COMMITTEE FOR CURRICULAR IMPROVEMENTS**

**DEPARTMENT:** MDVL  
**PROPOSED EFFECTIVE SEMESTER:** Fall 2019  
**COLLEGE:** CAS

### PROPOSED IMPROVEMENTS

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<tr>
<th><strong>Academic Program</strong></th>
<th><strong>Substantive Course Changes</strong></th>
<th><strong>Misc. Course Changes</strong></th>
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<tr>
<td>[ ] New degree*</td>
<td>[ ] New course</td>
<td>[ ] Title</td>
</tr>
<tr>
<td>[ ] New major*</td>
<td>[ ] Pre or Co-requisites</td>
<td>[ ] Description (attach current &amp; proposed)</td>
</tr>
<tr>
<td>[ ] New curriculum*</td>
<td>[ ] Deletion (required by others)</td>
<td>[ ] Deletion (not required by others)</td>
</tr>
<tr>
<td>[ ] New concentration*</td>
<td>[ ] Course #, different level</td>
<td>[ ] Course #, same level</td>
</tr>
<tr>
<td>[ ] New certificate</td>
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<tr>
<td>[ ] New minor</td>
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<td>[ ] Revised minor</td>
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<td>[ ] COGE reapproval</td>
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<tr>
<td>[ ] Admission requirements</td>
<td>[ ] Title and description</td>
<td>[ ] Other (explain**)</td>
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| **X Graduation requirements** | [ ] General education (select one) |
| [ ] Deletion | [ ] Not Applicable |
| [ ] Transfer | [ ] Other (explain**) |
| [ ] Other (explain**) |

**Other:**

- Title of degree, curriculum, major, minor, concentration, or certificate: M.A. in Medieval Studies
- Existing course prefix and #: MDVL 6900  
  Proposed course prefix and #: Credit hours:
- Existing course title: Medieval Studies Capstone Writing Seminar
- Proposed course title:
- Proposed course title:
- Proposed course prerequisite & co-requisite(s):
- Proposed course prerequisite(s):
  - If there are multiple prerequisites, connect with "and" or "or". To remove prerequisites, enter "none."
  - Proposed course prerequisite(s):
    - If there are multiple corequisites, they are always joined by "and."

- Proposed course prerequisite(s) that can also be taken concurrently:
- Is there a minimum grade for the prerequisites or corequisites?
  - The default grades are D for undergraduates and C for graduates.

<table>
<thead>
<tr>
<th><strong>Major/minor or classification restrictions:</strong></th>
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<tbody>
<tr>
<td>List the Banner 4 character codes and whether they should be included or excluded.</td>
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</table>

### For 5000 level prerequisites & corequisites:
- Do these apply to: (circle one) undergraduates graduates both

### Specifications for University Schedule of Classes:
- Course title (maximum of 30 spaces):
- Multi-topic course: ☐ No ☐ Yes
- Repeatable for credit: ☐ No ☐ Yes
- Mandatory credit/no credit: ☐ No ☐ Yes
- Type of class and contact hours per week (check type and indicate hours as appropriate)
  1. ☐ Lecture
  2. ☐ Lab or discussion
  3. ☐ Lecture/lab/discussion
  4. ☐ Seminar or studio
  5. ☐ Independent study
  6. ☐ Supervision or practicum

### CIP Code (Registrar's use only):  
Revised and resubmitted  
Date 4/27/18

### Chair, College Curriculum Committee  
Date

### Dean  
Date  
Graduate Dean:  
Date

### Curriculum Manager: Return to dean ☐ Date  
Forward to:  
Date

### Chair, COGE/PEB / FS President  
Date

**FOR PROPOSALS REQUIRING GSC/USC REVIEW:**

* ☐ Arove ☐ Disprove  
Chair, GSC/USC  
Date

* ☐ Arove ☐ Disprove  
Provost  
Date

Revised May 2007. All previous forms are obsolete and should not be used.  
CAS17-327MDVL6900 REVISED
1. Explain briefly and clearly the proposed improvement.

The Medieval Institute wishes to delete MDVL 6900: Medieval Studies Capstone Writing Seminar from its M.A. program because we believe it is neither necessary nor practical.

2. Rationale. Give your reason(s) for the proposed improvement. (If your proposal includes prerequisites, justify those, too.)

MDVL 6900 was first developed to be an opportunity for students to revise two papers written in graduate courses for a wider audience than the course instructor—an important part of writing—and for the oral exam. The Medieval Institute originally designed MDVL 6900 and the oral exam to go together, assuming that the revised papers would provide the touchstone for the oral exam, but MDVL 6900 turns out not to be a necessary prelude to the oral exam. After having offered MDVL 6900 twice, in spring 2017 and 2018, it became clear that MDVL 6900 is neither necessary for exam preparation nor for concentrated writing mentorship.

Medieval Institute graduate students take three required courses that demand research papers (the English department’s Medieval Literature, the History department’s Medieval Proseminar, and the Comparative Religion department’s Medieval Christianity), as well as 6000-level elective courses that almost always require 15-20 page research papers, often with components completed in stages (project proposal, annotated bibliography, draft, and final essay) with feedback on each stage.

Our graduate students are heavily laden with course and language requirements. Eliminating MDVL 6900 is an improvement not only because it speeds the preparation for the oral exam, but, more important, in a time of shrinking humanities offerings, it allows students to pursue their intellectual interests.

3. Effect on other colleges, departments or programs. If consultation with others is required, attach evidence of consultation and support. If objections have been raised, document the resolution. Demonstrate that the program you propose is not a duplication of an existing one.

N/A

4. Effect on your department’s programs. Show how the proposed change fits with other departmental offerings.

N/A

5. Effects on enrolled students: Are program conflicts avoided? Will your proposal make it easier or harder for students to meet graduation requirements? Can students complete the program in a reasonable time? Show that you have considered scheduling needs and demands on students’ time. If a required course will be offered during summer only, provide a rationale.

Although the number of required credits remains the same, this proposal will change the graduation requirements since MDVL 6900 is a required course at this time, making it easier for students to meet graduation requirements in a timely fashion without diluting them. The oral exam will remain and students will choose what papers they wish to use as their touchstones in the exam, just as they have since the inception of the oral exam.

Students should pick two seminar papers with two distinct disciplinary foci. In lieu of MDVL 6900, students are urged to work to revise those papers for the oral exam with the faculty for whom they wrote the original papers and to consult the three faculty members on their Examination Committee.

6. Student or external market demand. What is your anticipated student audience? What evidence of student or market demand or need exists? What is the estimated enrollment? What other factors make your proposal beneficial to students?

N/A

7. Effects on resources. Explain how your proposal would affect department and University resources, including faculty, equipment, space, technology, and library holdings. If proposing a new program, include a letter and/or email of support from the university library affirming that the library resource issues have been reviewed. Tell how you will staff additions to the program. If more advising will be needed, how will you provide for it? How often will course(s) be
offered? What will be the initial one-time costs and the ongoing base-funding costs for the proposed program? (Attach additional pages, as necessary.)

This will not affect our resources; for the last two years, the course has been cross-listed with the Department of English’s capstone course and taught by an English department faculty member.

8. General education criteria. For a general education course, indicate how this course will meet the criteria for the area or proficiency. (See the General Education Policy for descriptions of each area and proficiency and the criteria. Attach additional pages as necessary. Attach a syllabus if (a) proposing a new course, (b) requesting certification for baccalaureate-level writing, or (c) requesting reapproval of an existing course.)

N/A

9. List the learning outcomes for the proposed course or the revised or proposed major, minor, or concentration. These are the outcomes that the department will use for future assessments of the course or program.

N/A

10. Describe how this curriculum change is a response to assessment outcomes that are part of a departmental or college assessment plan or informal assessment activities.

Based on comments from the Medieval Institute’s affiliated faculty and exit interviews with students, we determined that MDVL 6900 is not necessary for our students as they have plenty of opportunities to write and revise their papers (for conference presentations, as thesis chapters, just to name a few). The oral exam serves as an oral presentation of their written work, their intellectual interests, their ability to think on their feet, and their general and specific knowledge of the Middle Ages.

11. (Undergraduate proposals only) Describe, in detail, how this curriculum change affects transfer articulation for Michigan community colleges. For course changes, include detail on necessary changes to transfer articulation from Michigan community college courses. For new majors or minors, describe transfer guidelines to be developed with Michigan community colleges. For revisions to majors or minors, describe necessary revisions to Michigan community college guidelines. Department chairs should seek assistance from college advising directors or from the admissions office in completing this section.

N/A

12. Please offer both “Current Catalog Language” and “Proposed Catalog Language” if there is to be a change in the catalog description for a given course and/or program. For the “current” language, please copy and paste relevant language from the most current catalog and for the “proposed” language, please share the exact proposed new catalog language. As possible, bold or otherwise note the key changes in the new proposed catalog language.

**Current Catalog Language for the M.A. in Medieval Studies**

**Program Requirements**

**Coursework**

A total of 31 hours of coursework, or 34 hours for thesis writers, is required.

Required core courses, in which a grade of “B” or better must be earned (13 hours)

- ENGL 5300 - Medieval Literature Credits: 3 hours
- HIST 5501 - Medieval History Proseminar Credits: 3 hours
- LAT 5600 - Medieval Latin Credits: 4 hours
- REL 5000 - Historical Studies in Religion Credits: 2 to 4 hours
- (Topic: Medieval Christianity Credits: 3 hours)

**Electives (15-18 hours)**

Electives totaling 15 hours at the 6000-level or above pre-approved by the Director of the Medieval Institute. For thesis writers, 12 hours of electives at the 6000-level or above and, in addition, 6 hours of thesis credit.

**Capstone Writing Seminar**
• MDVL 6900 - Medieval Capstone Seminar Credits: 3 hours

Languages

Latin and a second medieval or modern language is required.
1 It is strongly recommended that students take the Level One University of Toronto Centre for Medieval Studies Medieval Latin exam before completing their M.A. degree.
2 Reading proficiency in a second medieval or modern language is demonstrated by a grade of “B” or better in an approved course or by passing the graduate reading examination offered by the Department of World Languages and Literatures or the Department of Spanish.

Capstone Writing Seminar and Oral Examination (Both are required)

1 The Capstone Writing Seminar is a 6000-level three-credit course in the advanced study of interdisciplinary questions in medieval studies with a focus on developing academic writing through the preparation of a writing portfolio. The writing portfolio will comprise two graduate-level seminar papers with two distinct disciplinary foci. The two seminar papers will be revisions of papers written in past courses. Students are encouraged to consult the professors they originally wrote the papers for and their Examination Committee for guidance. For students writing theses, one paper may be a chapter of the thesis.

2 The hour-long Oral Examination is an opportunity for the faculty and students to explore content in medieval studies based on prior coursework and written work completed in the Capstone Writing Seminar. The Examination Committee will be composed of three members named by the Director in consultation with the student. Students will submit the two Capstone Writing Seminar papers to the Examination Committee no less than two weeks prior to examination date to serve as the basis for examining written work.

Students will receive an assessment of High Pass, Pass, Low Pass, or Fail. If a student fails an examination the examining faculty will determine whether the student is offered a one-time re-examination to be completed within 12 months of the first examination date.

Option: Thesis

With the thesis advisor’s approval of a prospectus, a student may complete the degree by producing a Master’s thesis (6 hours) under the direction of a Thesis Committee. The Thesis Committee will be composed by the Director in consultation with the student. Students writing theses must also take the Capstone Writing Seminar and Oral Examination, but may use a thesis chapter as one of their seminar papers.

Proposed Catalog Language

Program Requirements

Coursework

A total of 31 hours of coursework, or 34 hours for thesis writers, is required.

Required core courses, in which a grade of “B” or better must be earned (13 hours)

• ENGL 5300 - Medieval Literature Credits: 3 hours
• HIST 5501 - Medieval History Proseminar Credits: 3 hours
• LAT 5600 - Medieval Latin Credits: 4 hours
• REL 5000 - Historical Studies in Religion Credits: 2 to 4 hours
• (Topic: Medieval Christianity Credits: 3 hours)

Electives (18-21 hours)

Electives totaling 18 hours pre-approved by the Director of the Medieval Institute. For thesis writers, 12 hours of electives and, in addition, 6 hours of thesis credit.
Languages

Latin and a second medieval or modern language is required.

1. It is strongly recommended that students take the Level One University of Toronto Centre for Medieval Studies Medieval Latin exam before completing their M.A. degree.
2. Reading proficiency in a second medieval or modern language is demonstrated by a grade of "B" or better in an approved course or by passing the graduate reading examination offered by the Department of World Languages and Literatures or the Department of Spanish.

Oral Examination

The hour-long Oral Examination is an opportunity for the faculty and students to explore content in medieval studies based on prior coursework. Students will choose two seminar papers with two distinct disciplinary foci, with the expectation that they will have revised them, to submit to the Examination Committee. Students are encouraged to consult the professors they originally wrote the papers for and their Examination Committee for guidance. For students writing theses, one paper may be a chapter of the thesis. These papers will serve as the starting point for the oral exam.

The Examination Committee will be composed of three members named by the Director in consultation with the student. Students will submit the two papers to the Director no less than two weeks prior to examination.

Students will receive an assessment of High Pass, Pass, Low Pass, or Fail. If a student fails an examination the examining faculty will determine whether the student is offered a one-time re-examination to be completed within 12 months of the first examination date.

Option: Thesis

With the thesis advisor’s approval of a prospectus, a student may complete the degree by producing a Master's thesis (6 hours) under the direction of a Thesis Committee. The Thesis Committee will be composed by the Director in consultation with the student. Students writing theses may use a thesis chapter as one of their seminar papers for the Oral Examination.