## REQUEST TO COLLEGE CURRICULUM COMMITTEE FOR CURRICULAR IMPROVEMENTS

**DEPARTMENT:** MDVL  
**PROPOSED EFFECTIVE SEMESTER:** Fall 2019  
**COLLEGE:** CAS RECD 4/27/18 @4PM

### PROPOSED IMPROVEMENTS

<table>
<thead>
<tr>
<th>Academic Program</th>
<th>Substantive Course Changes</th>
<th>Misc. Course Changes</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

**Proposal of Changes:**

- **New degree**
- **New major**
- **New curriculum**
- **New concentration**
- **New certificate**
- **New minor**
- **Revised major**
- **Revised minor**
- **Admission requirements**
- **Graduation requirements**
- **Transfer**
- **Other (explain)**

**Credit hours:**

**Title of degree, curriculum, major, minor, concentration, or certificate:** M.A. in Medieval Studies

**Existing course prefix and #:** MDVL 6900  
**Proposed course prefix and #:**

**Existing course title:** Medieval Studies Capstone Writing Seminar

**Proposed course title:**

**Existing course prerequisite & co-requisite(s):**

**Proposed course prerequisite(s):**

**Proposed course co-requisite(s):**

**Is there a minimum grade for the prerequisites or corequisites?**

The default grades are D for undergraduates and C for graduates.

**Major/minor or classification restrictions:**

List the Banner 4 character codes and whether they should be included or excluded.

**Specifications for University Schedule of Classes:**

- **Course title (maximum of 30 spaces):**
- **Multi-topic course:**
- **Repeatable for credit:**
- **Mandatory credit/no credit:**
- **Type of class and contact hours per week:**
  - **Lecture**
  - **Lab or discussion**
  - **Seminar or studio**
  - **Independent study**
  - **Supervision or practicum**

**CIP Code (Registrar's use only):**

**Chair/Dean:**

**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:

- **Approve**
- **Disapprove**

**Chair, GSC/USC:**

**Date:**

**Provost:**

**Date:**

**Revised May 2007. All previous forms are obsolete and should not be used.**

CAS17-327MDVL6900
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 that the benefits of the course—advanced writing practice and personal mentoring—can be accomplished without a formal course.

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

Advanced writing practice and personal mentoring can be accomplished without a formal course. Also, this deletion reflects the Medieval Institute's desire to decrease the number of required courses.

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.

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 without diluting them.

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, we determined that this course does not do what we hoped it would do when we instituted it. The advanced writing/revising activities that are the basis of the capstone and personal mentoring can and will be addressed in other ways.

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 32 hours of coursework, or 35 hours for thesis writers, is required.

Required core courses, in which a grade of “B” or better must be earned (14 hours)

- ENGL 5300 - Medieval Literature Credits: 3 hours
- HIST 5501 - Medieval History Proseminar Credits: 3 hours
- LAT 5600 - Medieval Latin Credits: 4 hours
- MDVL 5300 - Introduction to Medieval Studies Credits: 1 hour
- REL 5000 - Historical Studies in Religion Credits: 2 to 4 hours
- (Topic: Medieval Christianity Credits: 3 hours)

A 6000-level Theory or Methods course (3 hours)

Course will be chosen from a list approved by the Curriculum and Assessment committee.

Electives (12-15 hours)

Electives totaling 12 hours at the 6000-level or above pre-approved by the Director of the Medieval Institute. For thesis writers, 9 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)
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.

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.

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.

---

1 The removal of MDVL 5300-Introduction to Medieval Studies, the removal of the 6000-level Theory and Methods Course, and the reduction of the total number of credit hours from 32 to 31 and 35 to 34 as degree requirements were all approved by the Arts and Science Curriculum Committee on April 21, 2017 and by the Registrar on August 30, 2017.
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.