



# ASEM Course Proposal Form

## Submission Deadlines

September 1, 2015 (for Winter 2016)  
November 1, 2015 (for spring 2016)  
Feb. 1, 2016 (for summer or fall 2016)

**Early submissions are welcome!**

**Overview of the Advanced Seminars.** Successful people navigate complex political, social, cultural and economic environments that challenge more traditionally limited concepts of higher education and competencies. To help students better understand the demands of contemporary life, instructors teach advanced seminars based in their area of expertise and passion. The topic will be approached from multiple perspectives in a course designed for nonmajors. Studying in this setting, students demonstrate their ability to integrate different perspectives and synthesize diverse ideas through intensive writing on that topic. This course must be taken at the University of Denver. Students must complete all other common curriculum requirements before taking the Advanced Seminar.

ASEM courses are capped at 15-20 students, to foster interaction between professors and students and to allow significant writing. Faculty will receive \$1000 to develop a new ASEM course, and they will be eligible for new course development funding every two years or after having taught three offerings of a one course. Faculty who haven't previously completed a Core Writing Intensive workshop are required either to participate in a Seminar on Writing in ASEM or, in rare cases when workshop participation is impossible, to arrange meetings with the Executive Director of Writing. Those who complete a Seminar will receive an additional \$1000 stipend. Additional professional development funding is also available.

**Application Process.** 1) Please answer all of the questions below. 2) Please create a course syllabus. Together, these materials should reflect considerable thought and preparation, sufficient to guide the members of the ASEM Committee in their review.

Send an *electronic copy* of the completed proposal and your syllabus to [dhesse@du.edu](mailto:dhesse@du.edu) and [lauren.salvador@du.edu](mailto:lauren.salvador@du.edu). Also, send a *paper copy* of the proposal and syllabus, with required signatures, to Doug Hesse, Chair, ASEM Committee, University Writing Program, Anderson Academic Commons.

## Part 1: Basic Information

**Name(s) of Proposer(s):**

**E-mail and Telephone:**

**Department(s):**

**Name(s) of Department Chair(s):**

**Department Chair's Email and Telephone:**

**Course Title (titles may be no longer than 30 characters (including spaces)):**

**Quarter offered (place in X before the appropriate quarter):**

Winter 2016       Spring 2016       Summer 2016<sup>1</sup>       Fall 2016

**Have you completed an ASEM Writing Intensive Workshop?**

Yes       No

**If "no," I plan to attend the following ASEM Writing Intensive Workshop<sup>2</sup>**

June 15-17, 2016 (9:30 am to 12:30 pm)       Dec 2-4, 2015 (9:30 am to 12:30 pm)

**Is this proposed course based on an already-existing course (if yes, please explain)?**

<sup>1</sup> Summer courses are scheduled for no fewer than three weeks.

<sup>2</sup> You must complete a workshop before your course can be listed in the registration schedule. You're welcome (and encouraged) to attend a workshop **before** your course is approved, but payment will be made only after course approval.

## Part 2: Course Description

### 1. Please describe your course

Your narrative should provide ASEM Committee members who are not familiar with your topic a clear understanding of the content, objectives, and approaches of the course. Please be sure to explain how the course will include multiple perspectives.<sup>3</sup> Please show why and how the course will be both challenging, exciting, and appropriate for non major students from an array of disciplines and interests.

### 2. Please explain how the Course will have students integrate and apply knowledge.

Students in ASEM courses must “demonstrate the ability integrate and apply knowledge and skills gained from multiple perspectives to an appropriate intellectual topic or issue.” This requirement should be manifest in course learning outcomes. Please list your course learning outcomes and describe how you will assess each. (For an explanation of learning outcomes, the options available for assessment, and some examples, please see “Learning Outcomes for ASEM.”)

### 3. Please explain how the Course will help students write effectively.

A second outcome of ASEM courses is that students will “write effectively, providing appropriate evidence and reasoning for assertions.” To those ends, ASEM courses must include four writing elements:

1. Students will write a minimum of 20 pages (about 6000 words), some of which may be informal, but some of which must be revised, polished, and intended for an educated readership.
2. Students will complete a minimum of three writing projects that are distributed over the quarter; exceptions might include a cumulative project completed in multiple stages.
3. Students will revise some of their work based on feedback from their professor.
4. There will be some instructional time devoted to writing.\*

Describe how your course will include these elements and help students write effectively. Probably the best way to do this is to describe each assignment, describe how revision will be built into the course, and explain some of the class activities you plan to include.

\*For a discussion of each criterion (including illustrations and explanations, especially of “instructional time given to writing”), please see “Features of Writing in ASEM Courses,” included as a document in this Portfolio Page.

## Part 3: Signatures

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<sup>3</sup>There is no definitive rule as to what constitutes “multiple perspectives.” You might, for example, include different viewpoints or bodies of knowledge, different theoretical lenses, different methodological approaches, different disciplinary orientations, or so on. Please highlight how students will understand that this course includes multiple perspectives.

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Signature(s) of proposer(s); date

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Signature of department Chair (approves this Core course to be taught on load); date

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Signature of second department Chair of team-taught course (if applicable); date

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Signature of Dean; date (in the case of team-taught courses from different colleges, please get both dean's signatures)

#### **Part 4: Catalog Description** ◆

Please provide a description of 20 to 50 words, suitable for the *DU Bulletin*.

#### **Part 5: Syllabus** ◆

Please attach a syllabus. Your proposal will not be considered without a syllabus.

Send an electronic copy of the completed proposal form, with syllabus, to  
dhesse@du.edu

Also, send a paper copy of the proposal, with required signatures, and syllabus to  
Doug Hesse, Chair,  
ASEM Committee,  
University Writing Program  
282 Anderson Academic Commons