**1. DEPARTMENT** (Name of department which offers the New Course): English

**2. COURSE PREFIX:** ENGL  
**COURSE NUMBER:** 654  
*See 14-15 CIC 10 revised for course numbering policy.*

**FULL TITLE** (In Catalog): Supervised Tutoring and Teaching  
*(maximum of 100 characters)*

**SHORTENED TITLE FOR CLASS SCHEDULE** (if full title is over 30 characters): Supervised Tutor/Teach  
*(maximum of 30 characters)*

**UNIT VALUE** of course: 2  
*(Number of units each student will earn for passing this course.)*

**3. CATALOG DESCRIPTION** (Course content; 40 words maximum):

Supervised internship with students in ESOL classes and tutorials. Course may be repeated, but repeated units may not count towards degree.

**a) Prerequisite(s):** Graduate standing or consent of instructor.  
*(e.g., COMM 100: Consent of instructor; at least a 2.0 GPA.) See 13-14 CIC 19 for prerequisite enforcement policy and 14-15 CIC 28 for additional prerequisite information.***

**b) Co-requisite(s):** Click here to enter text.  
*(e.g., Concurrent enrollment in BIOL 103)*

**c) Credit Restrictions:**  
- ☐ Yes Click here to enter text.  
- ☒ No  
*(If yes, please explain, e.g., Not for biology major or minor credit)*

**d) Credit Equivalency:** Is this course replacing another course in your department where both can be considered equivalent for major requirement, articulation, and academic renewal purposes?  
- ☒ Yes ENGL 6508  
- ☐ No  
*(If yes, please indicate which course(s))*

**e) Repeatability:**  
- ☐ Yes Repeatable for a maximum of 10 units.  
- ☒ No  
*(If yes, please enter total units student can earn, e.g.: Repeatable for a maximum of 9 units; or, May be repeated for credit for a maximum of 6 units when content varies.)*

i. If the answer to e) is yes, can students register for multiple sections of this same course in the same semester?  
- ☐ Yes  
- ☒ No

**f) Cross-listing:**  
- ☐ Yes  
- ☒ No  
*If yes, list primary and secondary departments.*

**Primary:** Click here to enter text.  
**Secondary:** Click here to enter text.  
*(A New Course Request must be submitted for each of the two departments. Cross-listed courses are those that are identical, except for the course prefix.)*
g) Dual-listing: ☐ Yes ☒ No

(If yes, a New Course Request form must be submitted for each of the two courses. Dual-listed courses are those that are identical in content with undergraduate and graduate students taught in the same classroom, with the same instructor, and at the same time.)

Dual-listed with Course # Click here to enter text. Title Click here to enter text.

h) Miscellaneous Course Fee: ☐ Yes Fee amount: Click here to enter text. ☒ No

(If yes, approval must be obtained from the Campus Fee Advisory Committee, which is handled by the Office of the Vice President, Administration and Finance. Note: all miscellaneous course fees under $50 are covered by the A2E2 fee paid by students.)

i) Grading Pattern: ☐ ABC/NC ☐ CR/NC only ☐ A-F or CR/NC (student choice) ☐ A-F only

j) Hours per Week of Lecture: 2 (If no activity or lab, enter the entire value from question # 2-Unit Value).

k) Hours per Week of Lab (if applicable): Click here to enter text. Units for Activity/Lab: Click here to enter text. (If there is an activity or lab component, list only the activity/lab units here and complete the second component column in question 4).

l) Taught entirely on-line, on-ground, ☐ On-line ☒ On-ground ☐ Hybrid (both online and on-ground)

If the answer is on-line or hybrid, also respond to the additional three questions below:

i. Describe the strategies for teaching this course either in an on-line or hybrid format. (Discuss the instructional methods for offering the course(s) content in an online or hybrid format)

Click here to enter text.

ii. Describe the experience, support and/or training available for the faculty members who will teach this online or hybrid course. (Discuss how you will ensure that faculty will know how to teach online or in a hybrid format.)

Click here to enter text.

iii. Assessment of online and hybrid courses. (Discuss how your department will assess the quality of the online and/or hybrid instruction to ensure it is equal or superior to your on-ground instruction.) Note: Assessment of learning is NOT addressed through student evaluations.

Click here to enter text.

m) Offered on state-support or self-support: ☒ State-support ☐ Self-support

4. COURSE INVENTORY DATA

(All information needed to complete #4 can be found in Appendix B, Course Classification System and Faculty Workload Formula. Once you decide on the Instructional Format, the remaining information is based on the corresponding Course Classification Number and falls neatly into place. If the course contains an activity or lab component, be sure to complete an additional New Course Request for that component.)

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<thead>
<tr>
<th>CSU Course Classification System and Faculty Workload Formula</th>
<th>First Component</th>
<th>Second Component</th>
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**a. Instructional Format**

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**b. Course Classification Number**

| C4 |
| Click here to enter text. |

**c. Class Hours/Week (Instructor Contact Hours)**

| 2 |
| Click here to enter text. |

**d. Student Credit Units (Component units/Units earned)**

| 2 |
| Click here to enter text. |

**e. Workload K-factor (based on CS#)**

| 1.0 |
| Click here to enter text. |

**f. Weighted Teaching Units = component units times K-factor (d X e = f)**

| 2 |
| Click here to enter text. |

**g. Normal Limit/Capacity (based on CS#. Note: Courses approved by the GE Subcommittee of CIC to satisfy GE Area C4 or D4 must have an enrollment capacity of 35.)**

| 25 |
| Click here to enter text. |

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**5. SERVICE COURSE:** This course is listed as a major or minor course in another program:  ☐ Yes  ☒ No

If yes, list program(s): Click here to enter text.

**GENERAL EDUCATION-BREADTH REQUIREMENT(S), U.S. HISTORY-INSTITUTIONS REQUIREMENT, UNIVERSITY WRITING SKILLS REQUIREMENT** to be satisfied:  ☐ Yes  ☒ No

(If yes, list the intended area to be satisfied. NOTE that any course that satisfies both GE and/or Code and/or Writing II/WID must be certified as GE and/or Code and/or Writing II/WID through the usual curricular approval processes. Please see 14-15 CIC.38 for more information.)

Click here to enter text.

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**6. JUSTIFICATION FOR/PURPOSE OF the proposed new course:** *(Why does this course need to be added? How will this course be used in one or more of your revised majors, options, minors, or certificates? Which one(s) and how?)*  ☒ This course is a direct conversion from (list prefix/number): ENGL 6508

Internship experience for ESOL teachers in training.

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**7. List of all STUDENT LEARNING OUTCOMES (SLOs) for this new course.**

1. Participate in an internship with an experienced ESOL teacher.
2. Provide assistance to your mentor teacher.
3. Write reflective journals about your internship experiences.
4. Plan and teach lessons for your mentor teacher's class.
5. Participate in class discussions about assigned readings and internship experiences.

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**8. RESOURCE IMPLICATIONS:** If this course is not replacing an existing quarter-system course, with the addition of this course, is there a need for additional student fees or other resources such as faculty, facilities, equipment, and/or library resources that will not be covered by the department budget. If course is a replacement, enter N/A.)

N/A

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**9. CONSULTATION** with other affected departments and program committee:
a) The following department(s) has (have) been consulted and raised no objections (if there were no objections to this curriculum request, type in the following: “All affected academic departments and programs at CSUEB were consulted and there were no objections”):

Consultation with English department. No other departments affected.

b) The following department(s) has (have) been consulted and raised concerns (if there were unresolved objections to this curriculum request, indicate the objecting department or program below, along with the specific concern. If there were no unresolved objections, type in “None”):

Click here to enter text.

10. Certification of DEPARTMENT APPROVAL by the chair and faculty.

Chair: Sarah Nielsen  
Date: 11/30/2015

11. Certification of COLLEGE APPROVAL by the dean and college curriculum committee.

Dean/Associate Dean: Click here to enter text.  
Date: Click here to enter a date.