

THE COLLEGE OF
WOOSTER

MEMORANDUM

To: _____, Chairperson, Department of _____
From: Henry Kreuzman, Dean for Curriculum and Academic Engagement
Subject: First-Year Seminars in Critical Inquiry
Date: November 1, 2011

The First-Year Seminars in Critical Inquiry are a crucial part of the College's curriculum because they provide an intellectual foundation that help our students develop their abilities to think, speak, and write critically. These skills are essential for liberal learning and for successful participation in our academic program. These seminars also provide faculty and students an exciting opportunity to work with complex issues and texts and view them from multiple perspectives.

As you are developing your course schedules for 2012-2013, I ask that you discuss with your colleagues the department's support for the program next fall and identify faculty who would best contribute to the program in fall 2012. All faculty are expected to be able to teach in FYS and should do so periodically. We hope that the responsibility will be so distributed that the composition of the FYS staff reflects the faculty as a whole. A description of the 37 sections of FYS that are currently being offered is available on the Academic Affairs website. This may be useful to newer colleagues who are unclear about what proposing a section might involve. As is evident from the many fascinating courses described there, offerings are bounded only by the imagination of the faculty.

To staff the required number of First-Year Seminars, at least one of every four faculty members on campus in the fall semester must offer a section. This expectation applies proportionately to departments of all sizes. For instance, we ask that departments with six full-time equivalent faculty members alternate between offering one section one year and two sections the next. Likewise, we expect that departments of fewer than four faculty members will also offer sections of FYS on a regular basis, although not necessarily every year.

Staff size has been determined for next year, and we anticipate that the Department of _____ will have ___ full-time equivalent faculty. We also note that your department contributed ___ sections in 2010 and ___ sections in 2011. We expect your department will be able to contribute ___ sections to the FYS program in 2012.

I ask you to send me the names of faculty who will teach First-Year Seminar in Fall 2012 no later than January 21st. Please call me if you have any questions. Thank you very much for your assistance.

HBK:cp

cc: Carolyn Newton