

## Contract Course Approval Process for a Graduate Gender and Women's Studies Curriculum

Members of the UMBC Graduate Faculty who are also Gender and Women's Studies Affiliate Faculty may offer courses taught outside the regular Gender and Women's Studies curriculum for GWST credit through the program's graduate course contract process, which enables faculty to augment disciplinary courses with specific gender and women's studies content and assignments. In order to have a course designated as a graduate contract course, it must be reviewed and pre-approved by the Gender and Women's Studies Coordinating Committee.

Once a course has been approved, it will be listed as a possible graduate level GWST Contract Course. Graduate students who contract for GWST credit will be expected to complete additional work (readings and a well-defined project) that substantially focuses on the study of women and/or gender. The student and faculty member will outline the specific additional work to be completed in the course on the Graduate Course Contract Form. A copy of the completed form should be sent to the Gender and Women's Studies office.

We welcome submissions of courses for review from all Affiliate faculty. In order for the GWST Coordinating Committee to make its decision about your course, we ask that you provide us with the following information.

1. submit a description of the existing course and its basic requirements. Please include a syllabus.
2. a plan for creating a gender and women's studies track for students to complete for the contract GWST credit. This should include a description of
  - a. additional readings required for contract students; and
  - b. criteria to be used for developing specific projects substantially focused on the study of women and/or gender that students will be expected to complete for their course assignments.

The committee welcomes any additional materials that might help in assessing the course's suitability for inclusion as a graduate contract course in the GWST curriculum.

Please send all course materials to:  
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