

Policy for Using a Nonstandard Textbook in ENGL 1304

TFs who have already taught ENGL 1304 for a semester at UH with the standard textbook and who are teaching ENGL 1304 in a subsequent semester may petition the Lower Division Committee to use another textbook in their ENGL 1304 classes. Such TFs should send the following to the Lower Division Director or the Lower Division Administrator within two weeks of learning about their teaching assignment:

- 1.) a rationale: at least a few paragraphs justifying the textbook choice
- 2.) an explanation focused on how the desired textbook meets the outcomes and objectives that the department has established for the course
- 3.) an explanation of how the textbook will support students as they do 1-2 of the major paper assignments
- 4.) a sample syllabus showing when and how the desired textbook would be used