



INTERNATIONAL INSTITUTE OF
MODERN LETTERS

Te Pūtahi Tuhi Auaha o te Ao

CREATIVE WRITING PROGRAMME

COURSE OUTLINE: CREW 253 POETRY WORKSHOP
Second trimester 2007

Staff

Course coordinator	Chris Price.
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Visiting writers and editors will also participate in the course.

Class Times

Workshops take place 3.10 - 6.00 pm on THURSDAYS in the seminar room, International Institute of Modern Letters. The first workshop is on Thursday July 12 2007. The structure of workshops will vary, but generally at least two hours of each session will comprise class work and discussion. The remainder of the workshop time will be occupied with videos, lectures, student presentations or discussions with visiting writers.

Aims and Intent

By looking at both the reading and the writing of poetry, CREW 253 will enable members of the course to focus on their own writing as well as on aspects of both contemporary NZ and international poetry. They will gain an awareness of the imaginative possibilities of poetry, as well as a variety of technical approaches to the writing of it. They will develop their skills as a reader (as well as a writer) of poetry.

In the first half of the semester there will be weekly exercise work. Exercise work will be presented for group discussion at the following session. The group may focus on such topics as 'found' poetry, specific poetic forms and aspects of technique, and such sub-genres as 'list' poems or odes. Discussion of contemporary poetry in general will be a part of each weekly session, and students may be asked to give short presentations on particular poems or

collections. In the second half of the semester students will present their folio work-in-progress to the group for discussion. Students will also be required to provide written commentaries on folios presented by other members of the class.

By the end of the course, students will be used to discussing and critiquing their own work, as well as that of their peers. They will have completed a number of exercises aimed at expanding their sense of the possibilities of poetry and the forms it might take.

Course Materials

There is one set text for this course: an anthology of poems, which must be purchased from the Student Notes Shop, ground floor of the Student Union Building. An optional but recommended text is *An Anthology of New Zealand Poetry (in English)*, edited by Jenny Bornholdt, Gregory O'Brien and Mark Williams (Oxford University Press, 1997). Other photocopied materials may be presented to the class. The set text will be often be referred to in the workshop, so students will need to bring it along.

Note: Photocopying will be an additional expense. Members of the course will need to bring along thirteen copies of each weekly exercise, and the work they are presenting in their folio session, for distribution around the class. The work should be typewritten or printed from a computer.

Assessment

Assessment for the course CREW 253 will be based on a portfolio of original poetry you will submit at the end of the course. TWO typewritten or printed copies of your folio must be submitted by **Thursday 18 October 2007**. Two examiners (the workshop teacher and one independent assessor) will evaluate each folio. After assessment is completed, one copy of your portfolio will be returned to you, along with reports from the two readers.

NOTE; CREW 253 is assessed on a pass/fail basis only. If you pass the course, you will received Grade H (ungraded pass).

The Folio

CREW 253 folios must comprise a minimum of twelve pages of work produced during the course. You should also add a short prose introduction or afterword outlining your objectives and priorities as a writer, and how you see your work developing. Poems written prior to the workshop (including those which may have been submitted in your original course application)

may only be included if they have been substantially revised. Submissions should be 'shaped' into something approximating a small volume of poetry.

Mandatory Course Requirements

In CREW 253 you must attend all workshops and complete all the prescribed exercise work and commentary writing. If you do not meet these requirements your folio will not be assessed and you will automatically fail the course.

Workload

CREW 253 is formally a 22 point undergraduate course, but many students tend to treat it as a full-time undertaking. Considerable time should be spent reading poetry as well as working on original material. Full-time undergraduates should expect to spend at least 15 hours per week on this course (including workshop hours). It is suggested that students, if possible, attend poetry readings while on the course, including those in the Institute's free Writers on Mondays series (1 pm each Monday from 16 July at City Gallery Wellington). These will be mentioned during the course.

There may also be an opportunity for interested students to work with Waite-ata Press, based at Victoria University, on the production of a hand-printed anthology of poems by workshop members, and/or with Massey fourth-year 'expressive typography' students on the production of a graphic rendition of poems for an end-of-trimester exhibition.

Workshop Timetable

Our first session will be introductory. The next six sessions will focus on discussion of weekly exercise work. There will then be four sessions focussing on folio work, and over this period Chris will also have an individual conference with each student to discuss the contents of their final portfolio.

Thursday July 12	Introduction
Thursday July 19	Exercise workshop
Thursday July 26	Exercise workshop
Thursday August 2	Exercise workshop
Thursday August 9	Exercise workshop
Thursday August 16	Exercise workshop
(two week mid-trimester break)	

Thursday September 6	Exercise workshop
Thursday September 13	Folio workshop
Thursday September 20	Folio workshop
Thursday September 27	Folio workshop
Thursday October 4	Folio workshop
Thursday October 11	Final workshop (tba)
Thursday October 18	Folios handed in (folio party)



General University policies and statutes

Students should familiarise themselves with the University's policies and statutes, particularly the Assessment Statute, the Personal Courses of Study Statute, the Statute on Student Conduct and any statutes relating to the particular qualifications being studied; see the Victoria University Calendar available in hard copy or under 'About Victoria' on the VUW home page at www.victoria.ac.nz.

Student and staff conduct

The Statute on Student Conduct together with the Policy on Staff Conduct ensure that members of the University community are able to work, learn, study and participate in the academic and social aspects of the University's life in an atmosphere of safety and respect. The Statute on Student Conduct contains information on what conduct is prohibited and what steps are to be taken if there is a complaint. For information about complaint procedures under the Statute on Student Conduct, contact the Facilitator and Disputes Advisor or refer to the statute on the VUW policy website at:

www.victoria.ac.nz/policy/studentconduct

The Policy on Staff Conduct can be found on the VUW website at:

www.victoria.ac.nz/policy/staffconduct

Academic grievances

If you have any academic problems with your course you should talk to the tutor or lecturer concerned; class representatives may be able to help you in this. If you are not satisfied with the result of that meeting, see the Head of School or the relevant Associate Dean; VUWSA Education Coordinators are available to assist in this process. If, after trying the above channels, you are still unsatisfied, formal grievance procedures can be invoked. These are set out in the Academic Grievance Policy which is published on the VUW website at:

www.victoria.ac.nz/policy/academicgrievances

Academic integrity and plagiarism

Academic integrity is about honesty – put simply it means *no cheating*. All members of the University community are responsible for upholding academic integrity, which means staff and students are expected to behave honestly, fairly and with respect for others at all times.

Plagiarism is a form of cheating which undermines academic integrity. The University defines plagiarism as follows:

The presentation of the work of another person or other persons as if it were one's own, whether intended or not. This includes published or unpublished work, material on the Internet and the work of other students or staff.

It is still plagiarism even if you re-structure the material or present it in your own style or words.

Note: It is however, perfectly acceptable to include the work of others as long as that is acknowledged by appropriate referencing.

Plagiarism is prohibited at Victoria and is not worth the risk. Any enrolled student found guilty of plagiarism will be subject to disciplinary procedures under the Statute on Student Conduct and may be penalized severely.

Consequences of being found guilty of plagiarism can include:

- an oral or written warning,
- cancellation of your mark for an assessment or a fail grade for the course,
- suspension from the course or the University.

Find out more about plagiarism, and how to avoid it, on the University's website:

www.victoria.ac.nz/home/studying/plagiarism.html

Students with Impairments (see Appendix 3 of the Assessment Handbook)

The University has a policy of reasonable accommodation of the needs of students with disabilities. The policy aims to give students with disabilities the same opportunity as other students to demonstrate their abilities. If you have a disability, impairment or chronic medical condition (temporary, permanent or recurring) that may impact on your ability to participate, learn and/or achieve in lectures and tutorials or in meeting the course requirements, please contact the course coordinator as early in the course as possible. Alternatively, you may wish to approach a Student Adviser from Disability Support Services (DSS) to discuss your individual needs and the available options and support on a confidential basis. DSS are located on Level 1, Robert Stout Building:

telephone: 463-6070

email: disability@vuw.ac.nz

The name of your School's Disability Liaison Person is in the relevant prospectus or can be obtained from the School Office or DSS.

Student Support

Staff at Victoria want students to have positive learning experiences at the University. Each faculty has a designated staff member who can either help you directly if your academic progress is causing you concern, or quickly put you in contact with someone who can. In the Faculty of Humanities and Social Sciences the support contacts are **Dr Allison Kirkman, Murphy Building, room 407** and **Dr Stuart Brock, Murphy Building, room 312**. Assistance for specific groups is also available from the Kaiwawao Māori, Manaaki Pihipihinga or Victoria International.

Manaaki Pihipihinga Programme

This programme offers:

- Academic mentoring for all Māori & Pacific students at all levels of undergraduate study for the faculties of Commerce & Administration and Humanities & Social Sciences. Contact Manaaki-Pihipihinga-Programme@vuw.ac.nz or phone 463 6015 to register for Humanities & Social Science mentoring and 463 8977 to register for mentoring for Commerce and Administration courses
- Postgraduate support network for the above faculties, which links students into all of the post grad activities and workshops on campus and networking opportunities
- Pacific Support Coordinator who can assist Pacific students with transitional issues, disseminate useful information and provide any assistance needed to help students achieve. Contact; Pacific-Support-Coord@vuw.ac.nz or phone 463 5842.

Manaaki Pihipihinga is located at: 14 Kelburn Parade, back court yard, Room 109 D (for Humanities mentoring & some first year Commerce mentoring) or Room 210 level 2 west wing railway station Pipitea (commerce mentoring space). Māori Studies mentoring is done at the marae.

Student Services

In addition, the Student Services Group (email: student-services@vuw.ac.nz) is available to provide a variety of support and services. Find out more at:

www.victoria.ac.nz/st_services/

VUWSA employs Education Coordinators who deal with academic problems and provide support, advice and advocacy services, as well as organising class representatives and faculty delegates. The Education Office (tel. 463-6983 or 463-6984, email at education@vuwsa.org.nz) is located on the ground floor, Student Union Building.