Membership (include ex-officio members). Melanie Sartore, Susannah Berry, Jen-Scott Mobley (also rep of faculty senate), Bryna Coonin, Daniel Dickerson (withdrew from committee in SP 2018), Erin Frost, Bryan Sylcott, Ann Mannie, EX OFFICIO WITH VOTE: Michelle Eble, Wendy Sharer, Bob Kulesher (withdrew from committee in SP 2018), Will Banks, Heather Ries EX OFFICIO WITHOUT VOTE: Tracy Morse

Meeting Dates (include members present).
September 11, 2017 - Will Banks, Susannah Berry, Bryna Coonin, Michelle Eble, Bob Kulesher, Ann Mannie, Tracy Morse Heather Ries, Melanie Sartore, Wendy Sharer
October 2, 2017 - Will Banks, Susannah Berry, Bryna Coonin, Daniel Dickerson, Michelle Eble, Gabrielle Freeman, Ann Mannie, Tracy Morse, Heather Ries, Bryan Sylcott, Ashleigh Taylor (guest), Alyssa Hanzi (ex officio with vote)
November 13, 2017 - Will Banks, Susannah Berry, Bryna Coonin, Michelle Eble, Gabrielle Freeman, Ann Mannie, Tracy Morse (ex officio without vote), Heather Ries, Melanie Sartore, Wendy Sharer. Bryan Sylcott, Ashleigh Taylor (guest), Alyssa Hanzi (ex officio with vote) Invited Participants Kelly Reinsmith Jones, SOCW; Michael Harris, ENTR; Michael Tierno, ART
December 4, 2017 - Committee Did not meet due to multiple scheduling conflicts. Minutes from 11-13-17 were approved via email.
February 19, 2018 - Will Banks (ex officio with vote), Susannah Berry, Bryna Coonin, Jen-Scott Mobley (Chair), Michelle Eble (ex officio with vote), Ann Mannie, Tracy Morse (ex officio without vote), Heather Ries (ex officio with vote), Melanie Sartore, Ashleigh Taylor (guest) Invited Participants: Rose Haddock (Health Sciences); Josie Bowman (Nursing); Amy Rundio (Sports Studies); Patch Clark (Theatre)
March 12, 2018 - Susannah Berry, Bryna Coonin, Daniel Dickerson, Gabrielle Freeman, Ann Mannie, Jen-Scott Mobley (Chair), Tracy Morse (ex officio without vote), Wendy Sharer (ex officio with vote), Heather Ries (ex officio with vote), Kerri Flinchaugh (University Writing Program, guest)
April 10, 2018 - Susannah Berry, Will Banks, Bryna Coonin, Jen-Scott Mobley (Chair), Tracy Morse, Melanie Sartore, Wendy Sharer, Ashleigh Taylor (UWC, non voting), Kerri Flinchaugh (UWP, non-voting)

3. Subcommittees established during the year (include progress and/or completion of work). 2017-18 WI Course Review: The goal of our review is to make sure that WI courses are meeting the expectations of "Writing Intensive" as determined by the WAC Committee. To do so, the WAC Committee has been divided into three working groups to review materials from department sand programs.
This year, we had 54 courses to review out of 72 that we asked for. A quick count suggested that there were 18 courses slated for WI removal and that did not therefore need review. Some departments had many courses, while others only a few, so the following chart lists 18 total courses / group for review:
Group 1: 18 - FORL 10 Susannah Berry (group leader) GRBK 5 Michelle Eble JUST 3 Bob Kulesher Heather Rise Melanie Sartore
Group 2: 18 - GEOG 11 Bryna Coonin (group leader) BIOL 7 Will Banks Alyssa Hanzl, Ann Mannie Brian Sylcott
Group 3: 18 - ANTH 2 Jen-Scott Mobley (group leader) CHEM 6 Daniel Dickerson, CLAS 2 Gabrielle Freeman ECON 2 Tracy Morse GEOL 6 Wendy Sharer
Timeline for Review
January 8: Begin Review WAC Committee:
February 12: Initial Reports to WAC Committee (Notify those missing materials) March 12:
Finalize reports to WAC Committee April 10\(^1\): Departments/Programs Notified. The Subcommittees indicated above and the WAC Committee as a whole met the above timeline.

Accomplishments during the year. Please include recommendations made to any University agency other than the Faculty Senate.

4. Reports to the Faculty Senate (include dates and resolution numbers).

**September 12, 2017**
Curriculum and academic matters contained in the Writing Across the Curriculum Committee’s April 10, 2017 meeting minutes that include writing intensive designation (WI) for NURS 4614 and WI removal of SPED 5501, ICTN 4020 and ICTN 4022. **RESOLUTION #17-58**

**October 17, 2017**
Curriculum and academic matters contained in the Writing Across the Curriculum Committee meeting minutes of September 11, 2017 including removal of writing intensive designation (WI/WI*) for ADRE 4993, ADRE 4994, ADRE 4995, ADRE 4996, CMGT 4505, HSMA 4903*, HSMA 4904*, HSMA 4905* HSMA 4906* IENG 2020* IENG 2021* MGMT 4252 and MGMT 4262. **RESOLUTION #17-66**

**December 12, 2017**
Curriculum and academic matters contained in the Writing Across the Curriculum Committee meeting minutes of **November 13, 2017** including a credit hour change from 1 to 3 hours for BIOL 3550; a change from “WI by Section” to “WI” for HLTH 3030 with all sections being WI; removal of WI designation from MUSC 4596 & MUSC 4496 and DNCE 4046; and WI designation for SOCW 3402 & SOCW 3501, ENTR 4422 & ENTR 4500, ART 2411 & ART 2430, and WI restored for CHEM 4351. **Resolution #17-82**

**January 30, 2018**
Curriculum matters acted on and recorded in the Writing Across the Curriculum Committee’s e-meeting of **December 4, 2017** including writing intensive (WI) designation for HNRS 4500: Signature Honors Project I and HNRS 4550: Signature Honors Project 2 and removal of WI designation for THEA 4080: Musical Theatre Practicum and IDSN 3001: Special Topics in Interior Design, IDSN 3002: Special Topics in Interior Design and IDSN 3003: Special Topics in Interior Design. **RESOLUTION #18-03**

**February 27, 2018**
Curriculum and academic matters contained in the Writing Across the Curriculum Committee’s meeting minutes of **February 12, 2018** including removal of writing intensive designation (WI) for KINE 4991 and the addition of WI designation for KINE 4150, NURS 3750, NURS 4750, HLTH 4006 and THEA 3300. **Resolution #18-08**

**April 24, 2018**
Curriculum and academic matters contained in the Writing Across the Curriculum Committee’s **April 9, 2018** meeting minutes including writing intensive designation (WI) for NUTR 3700: Nutrition Science and notification of continued WI designation for ART 2123 (after increasing credit hours from 1 to 3). **RESOLUTION #18-36**

Business carried over to next year (list in priority order).
- WI Course Review will continue
- Continue to review WI Course enrollment as part of WI Course review process

7. Evaluation of the committee (include anything that hindered or assisted the committee’s work during the year).
A. Charge: Committee fully met its charge and made significant progress.

B. Personnel: The committee members represented both faculty and ex-officio member with administrative experience in various writing initiatives across campus.

C. Attendance: The committee member attendance was satisfactory for AY 2017-2018. However, we did have two members withdraw from the committee citing work overload.

D. Responsibilities: Committee fully met the following responsibilities.
   1. The committee promotes the University Writing Program and recommends policies and guidelines governing the development and offering of courses and seminars that are officially to be designated as writing-intensive courses.
   2. The committee reviews and approves proposals for writing-intensive courses, makes recommendations to the Faculty Senate regarding proposals carrying the writing intensive designation, and reports those recommendations to the University Curriculum Committee.
   3. The committee periodically reviews existing writing-intensive course offerings and recommends, as appropriate, changes to course writing-intensive status in order to ensure that standards for writing-intensive credit are being met.
   4. The committee reviews the activities of the University Writing Program, advises the administrative leadership in that program, and serves as a liaison between the University Writing Program and the Faculty Senate.
   5. The chair or appointed representative serves as an ex-officio member of the Honors College Advisory Committee.

E. Activities: The committee was actively engaged with all aspects of the charge this year.

8. Suggestion(s) to the Chair of the Faculty and/or Faculty Senate for improving the effectiveness of the committee.

Going forward as the committee continues implementing the WI Course Audit and Program Review, it will be imperative to have committee members who have time and an investment in the work. We had some attrition this year, which amplified the burden/deadlines for other members of the committee.

9. Does the Committee’s organizational meeting next year need to be earlier than the date set this year? If yes, when do you prefer: No

Signed:

[Signature]
Chairperson

[Signature]
Vice Chair