COMMITTEE: Writing Across the Curriculum

MEETING DATE: November 9, 2015

PERSON PRESIDING: Susannah Berry.

REGULAR MEMBERS IN ATTENDANCE: Anne Spuches, Cynthia Bickley-Green, Paige Averett, Elizabeth Swaggerty, Glenn Hubbard, Timm Hackett, and Susannah Berry.

EX-OFFICIO MEMBERS IN ATTENDANCE: Virginia Carraway-Stage, Will Banks, Heather Ries, and Jordan Hodges, Wendy Sharer.

OTHERS IN ATTENDANCE:

______________________________

ACTIONS OF MEETING

Agenda Item: Call to order and approval of minutes from September 28, 2015

Discussion:
Hubbard moved to approve the September 28, 2015 minutes. Swaggerty seconded.

Action Taken:
The minutes were approved.

Assigned additional duties to:
None

Agenda Item: Correction to minutes of 12/08/2015

Discussion:
Correction was made to minutes of 12/08/2015. WI removal was approved for BIOL 4504 not BIOL 4505.

Action Taken:
None

Agenda Item: Curriculum (There were no curriculum packages)

a) Notifications
   • Pre-requisite Change to UNIV 4990

   • Course Revision CDFR 4406
     - Syllabus: Writing intensive objectives and statement included.

   • Pre-requisite Change: CDFR 4380
     - Change to Junior/ Senior Status

Discussion:
None

Action Taken:
Agenda Item: Ongoing Business

a) Writing Intensive Course Review

College of Nursing has submitted WI Course Review (Proposed Writing intensive Course and Program Review).

Discussion: Committee noted that this was admirably ahead of schedule.
- Approaching English, Philosophy, History due to the large number of courses - January
- Establish sub-committee meeting to meeting with next departments to be reviewed

Action Taken:
Banks will upload the CoN Review to SharePoint to review in December.

b) WI Transfer Policy

Discussion:
There is concern that WI courses are transferring in to students’ courses of study without meeting the ECU WI Student Learning Objectives. Currently course will transfer if course is WI in WAC in university/college OR the course must have writing or communicate in course title

• The Committee discussed possibility of revision of the WI Transfer Policy Statement in the university Catalog. One WI in major or one in another course. The revision would need to go through the University Curriculum process. Discussion will continue as committee gets more information.

Action Taken:
Banks will meet with the Registrar to understand how WI transfer evaluation is determined.

c) Honors College WI Advisory Committee Update: Banks

• Nothing to report
Discussion: None
Action Taken: None.

d) Update from QEP – Sharer

Discussion:
• A number of syllabi did not have information about how to upload materials to the website.
• The trend for this upload omission seemed to go by units. Some units had most materials; others did not.
• Reminder of WI portfolio submission

Action Taken: None.

e) Update from University Writing Program – Banks

Discussion: Banks received an email that the Writing Program Budget has been reduced-repercussions may mean no face-to-face tutoring next summer, but he hopes to convert some QEP funds for summer (but pay line will have to be for grad students);
English 3875: Peer Tutoring. Banks noted that the Peer Tutoring course (a QEP initiative) has 9 enrolled, but the program is hoping for more as requests for Writing Mentors is increasing, and that means the Writing Center needs more qualified tutors. Faculty may nominate students by contacting Dr. Nikki Caswell (caswelln@ecu.edu).

In December, the committee will receive the 2014-15 SACS report, just reports on PD done last year, will have syllabus evaluation from fall/spring last year, as well as the 2014-15 University Writing Program report for review/questions.

The annual WAC Academy will take place in Spring 2016; Kerri Flinchbaugh (flinchbaughk@ecu.edu) will be soliciting nominations from the WAC Committee, as well as the general faculty in the next few weeks.

The Web Coordinator is doing a good job and performing user-testing on the "Writing@ECU" website.

**Action Taken:**

**NEXT MEETING:** December 7 at 3, 2015

**ITEMS TO BE DISCUSSED:** Actualize the Writing Intensive Course Review