COMMITTEE: Writing Across the Curriculum

MEETING DATE: September 14, 2015

PERSON PRESIDING: John Stiller, Chair of the Faculty Senate, and then Susannah Berry.

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

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

OTHERS IN ATTENDANCE: John Stiller, Lori Lee, and Ashleigh Taylor.

Convened: 3:00 pm

ACTIONS OF MEETING

Agenda Item: Review of the Charge of the Committee and Committee Officers’ Election (Stiller and Berry)

Discussion:
Stiller opened the meeting and presented the WACC charge. He conducted the election of the Chair of Committee. He turned the meeting over to Berry to conduct elections for the Vice-Chair and Secretary of the committee.

Action Taken:
Berry was unanimously elected to be the Chair of the WACC. Swaggerty was elected Vice-Chair and Bickley-Green was elected Secretary. Both elections were unanimous.

Assigned additional duties to:

Agenda Item: Scheduled Standard Meeting Days for WACC

Discussion:
The standard meeting days are the 2nd Monday of each month. The second Monday of October occurs during Fall Break. The committee discussed alternate dates to meet and chose September 28 to substitute for the October meeting because of three proposals submitted over the summer that Banks has reviewed. Spuches agreed to be first reviewer of proposals for Sept. 18 meeting.

Action Taken:
September 28 will substitute for the October meeting.

Agenda Item: Business Carried Over from 2014-2015
• Appoint a regular voting faculty member to serve as a member of the Honors College Faculty Advisory Committee.

  **Discussion:** Banks has served in this capacity before and volunteered to do it for 2015-2016.
  **Action Taken:** Banks will be the Representative of the WACC to the Honors College Faculty Advisory Committee.

• Actualize the Writing Intensive Course Review

  **Discussion:** Banks discussed the background of the five-year review. Spuches added narrative about faculty comments from her “WI Course Review” report to the Faculty Senate April 21, 2015. She noted that the title has changed to *Proposed Writing Intensive Course and Program Review*-- omits *audit*. Discussed the limitation of 25 students in each section and the potential problem of funding more instructors to meet this goal. Banks suggested that there might not be many WI courses with enrollments over 25. For example, classes with large enrollments might have graduate assistants.

  **Action Taken:** Put the Review on the agenda for the September 28 meeting. Tasks to actualize the review: (1) list of courses to review; and (2) Next steps for the review process.

• Continue to Update the WAC Website

  **Discussion:** The goal of the update is to coordinate websites of the QEP, the Writing Center, and the Writing Foundations website to be an accurate and valuable resource for faculty looking for information and resources for writing intensive course.

  **Action Taken:** The work is ongoing.

• Continue Working on More Avenues of Communication with Faculty (across the university) About WI

  **Discussion:** The goals of communication about WI is (1) clarify misconceptions about the program, and (2) better support faculty in their writing mission. Spuches suggested that the committee hold open, town hall forums with faculty to discuss proposals and other topics of interest such as WAC on UCC workshop. The committee should look for additional ways to be more connected to the faculty.

  **Action Taken:** None.

• Support University Writing Program in reviewing and revising *Writing Intensive Handbook*.

  **Discussion:** A goal for reviewing and revising the WI handbook might be to include writing specifics for each discipline.

  **Action Taken:** None.

• Continue to strengthen relations with Honors College and create informational materials for seminar instructors.

  **Discussion:** This publication would be a WI Guide for Honors Instruction.

  **Action Taken:** None.
Agenda Item: New Business

• The Department of Foreign Languages and Literature Curriculum -- Course Renumbering and Editorial Revision of WI Courses

  Discussion: Banks recommended that the WACC acknowledge receipt of the notification of course renumbering and editing and accept the changes.

  Action Taken: None

Adjourned: 4:10 pm

NEXT MEETING: September 28, 2015

ITEMS TO BE DISCUSSED: Actualize the Writing Intensive Course Review