Present: Will Banks, Susannah Berry, Bryna Coonin, Michelle Eble, Bob Kulesher, Ann Mannie, Tracy Morse, Heather Ries, Melanie Sartore, Wendy Sharer

Absent: Jen Scott Mobley, Daniel Dickerson, Erin Frost, Brian Sylcott

Guests Present: Kerri Flinchbaugh, Ashleigh Taylor, Donna Kain, Lori Lee

April minutes were approved by email last Spring.

I. Call to order 3:05
It was noted that we need four voting members for a quorum but if that if four are not available on a given day we may be able to meet as “a committee of the whole.”

II. Welcome and election of officers
Donna Kain, acting in her role as Vice-Chair of the faculty, formally welcomed the committee and oversaw the process of electing new officers. Jen Scott Mobley was nominated as chair; because she was unable to attend, Vice-Chair Berry will ask her if she’s willing to serve and the committee will vote at the October meeting. Susannah Berry was elected vice-chair. Bryna Coonin will continue as secretary. Will Banks will continue as our representative to the Honors College Advisory Committee.

III. New Business

1. Writing Intensive Course Review
Banks updated the committee on the WI Course Review, which went well in AY16-17. Programs/departments A-G in Thomas Harriot College of Arts & Sciences will be reviewed AY17-18: Anthropology, Biology, Chemistry, Classical Studies, Criminal Justice/Forensic Science, Economics, Foreign Languages & Literatures, Geography, Geology, and Great Books. Dean Downs was notified September 1. The college will submit materials by November 1. We will have our letter back to them by March 1, 2018. This year’s request included a model from Nutrition Sciences AY16-17 review, which the committee had found useful.

2. WI/WI* designations to be removed on the following courses

During last year’s WI review, the following thirteen courses were requested to be removed from WI/WI* status. The committee approved the removal of the following courses:

| ADRE 4993 | HSMA 4903* | IENG 2020* |
| ADRE 4994 | HSMA 4904* | IENG 2021* |
| ADRE 4995 | HSMA 4905* | MGMT 4252 |
| ADRE 4996 | HSMA 4906* | MGMT 4262 |
| CMGT 4505 |          |           |
IV. **Announcements**

1. Members of the committee were reminded of the resources on both the WAC Committee page of the Faculty Senate and the WAC Committee Sharepoint site. These materials include procedures related to the approval process for new WI courses, the removal process for current WI courses, and the WI Course Review.

2. Berry described the WI review process the committee adopted in the past.

3. Banks agreed to follow up with Theater about THEA 3603, which they proposed for WI in the spring. The committee asked for revisions at the time.

V. **Meeting Adjourned at 4:00 pm**

Respectfully submitted,

Bryna Coonin

9/18/2017