COMMITTEE: Writing Across the Curriculum Committee  
MEETING DATE: December 10, 2012 (3 pm to 4 pm)  
PERSON PRESIDING: Hector Garza  
REGULAR MEMBERS IN ATTENDANCE: Carolyn Dunn, Elizabeth Swaggerty, Nara Newcomer, Ashley Egan, Rose Bailey  
EX-OFFICIO MEMBERS IN ATTENDANCE: Michelle Eble, Wendy Sharer, Rebecca Benfield, Will Banks, Terry Atkinson, Tracy Morse, Kerri Flinchbaugh  
OTHERS IN ATTENDANCE: Lori Lee  
MEMBERS NOT IN ATTENDANCE: Mary Jackson, Laura Levi Altstaedter

ACTIONS OF MEETING

Agenda Item: UCC Proposal HNRS 4500-Senior Honors Project I & UCC Proposal HNRS 4550-Senior Honors Project II

Discussion: Review & consideration of UCC Proposal HNRS 4500-Senior Honors Project I & UCC Proposal HNRS 4550-Senior Honors Project II as presented by Mary Farwell and Todd Fraley. Discussion focused on the proposal’s components and faculty-student ratios used in the projects.

Action Taken: The Committee after full review on proper motion and second approved the proposal with a recommendation to seek avenues to limit faculty-student ratios.

Assigned Additional Duties To: None.

Agenda Item: Review of Status of Continued Work on New WI Course Proposal

Discussion: Discussion regarding the draft of revisions to the WI course proposal form was discussed by the subcommittee and drafted by Will Banks. The Committee is targeting to present the proposal to Faculty Senate in March 2013. The additional time is being used to obtain the appropriate documents and continue discussions. Proposed additional revisions incorporate the Foundation Committee’s removal of “by section” designations to require all sections to follow WI designation. This change is proposed to offer students clarity in identifying WI courses in registration. Another proposed change is the capping of student’s registration in a WI section to twenty-five which will be considered further by the WAC committee. It was also proposed that additional material be provided to assist faculty with creating a WI course through SLOs. Additional work is required by the subcommittee for digitizing the form for online completion.

Action Taken: Further work on digitizing the WI Course Proposal Form and further consideration by the subcommittee will continue with a goal to complete the course proposal form for submission to Faculty Senate for March 2013.
Assigned Additional Duties To: Assigned to Subcommittee composed of sub-committee of Hector Garza, Elizabeth Swaggerty, Carolyn Dunn, Wendy Sharer and Will Banks.

Agenda Item: Election for Replacement of Committee’s Vice-Chair

Discussion: Due to a change in employment, Nara Newcomer resigned from her role as Vice-Chair with her resignation from the Committee. Discussion regarding the replacement of the Vice-Chair was carried on by the committee. Upon proper motion and approval, Carolyn Dunn was nominated as the sole nomination for Vice-Chair.

Action Taken: Upon unanimous vote, Carolyn Dunn was elected as Vice-Chair of the WAC Committee.

Assigned Additional Duties To: Hector Garza will communicate with Mark Sprague to finalize Carolyn Dunn’s appointment.

NEXT MEETING: January 14, 2012 3:00-4:00pm, 140 Rawl Annex

ITEMS TO BE DISCUSSED: Possible Approval of Revision of WI Course Proposal.