AGENDA ITEM: Approval of 11.10.14 Minutes
(http://www.ecu.edu/cs-acad/fsonline/customcf/committee/wc/wcm1114.pdf)

Action Taken: NA

AGENDA ITEM: Notification of change in # of credit hours for CMGT 4300 from 4 to 3 hours made by Dr. Syed Ahmed, CMGT Department Chair.

Action Taken: NA

AGENDA ITEM: WI Course Proposal Request for CMGT 4320 (Drs. Batie and Connell)

Discussion: Drs. Batie and Connell described the course as being a senior level reading intensive course where students will write 4-5 papers (4-6 pages in length) on various topics. Students will prepare both rough and final drafts, and multiple professors will read and comment on papers. Students will correct grammar and writing errors using the program “Grammarly”. The Committee had the following concerns regarding the course:

- Syllabus did not appear in line with course proposal
  - Assignments were not described in proposal
  - 70% of course grade came from something other than writing.
  - Writing center link was out of date.
  - No WI statement in syllabus.
- The choice for paper length was not explained nor was it clear whether the students were writing to learn or actually writing to contribute to the discourse.
- SLO-4: There was a concern with using “Grammarly” software to edit papers.
- SLO-5: There should be a tie into the upload to the University Writing Portfolio.

Action Taken: The committee recommends that the proposal be revised and resubmitted.

AGENDA ITEM: WI Course Proposal Request for COMM 2010

Discussion: Original comments to Dr. Mary Tucker-McLaughlin (email correspondence from Anne Spuches and Letter from Elizabeth Swaggerty) focused on strengthening the proposal. Unfortunately, the issue with the syllabus (in course proposal format) was not reinforced. The committee has asked to see a syllabus that contains the WI statement and reflects the WI initiatives.
in the proposal. Fortunately the WAC committee meets again prior to the next Faculty Senate Meeting and things should move quickly soon after the January WAC meeting.

**Action Taken:** The committee has asked to see an actual syllabus that reflects the WI requirements. Also the committee would like to see corrections to the WI proposal question #8: “Students will write weekly responses (10 × 250 word papers) to the readings, as well as two (1500 word) papers critical papers and one (2500 word) critical essay.”

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**Agenda Item:** Request for Removal of WI from BIOL 3504, 4505, and 4550 by Professor Jean-Luc Scemama, Director of Undergraduate Studies in Biology

**Discussion:** NA

**Action Taken:** Voted to remove WI designation

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**Agenda Item:** Request for Removal of WI from RCLS 4004 by Professor Matthew Mahar, Interim Dept. Chair of Department of Recreation and Leisure Studies

**Discussion:** NA

**Action Taken:** Voted to remove WI designation

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**Agenda Item:** University Writing Program Report, Dr. Will Banks

- WAC Handbook circulated amongst Writing Liaisons. Great feedback was received!
- Plan underway to hire someone to develop web based resources and make Writing Program website more user friendly.
- Writing center has hosted ~2700-2800 student sessions.
- Writing Mentor applications from faculty members is up to 28.
- There are currently 8 writing mentors.

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**Agenda Item:** QEP Report, Dr. Wendy Sharer

- Writing Portfolio upload in full swing.
- Student Checklist/instructions are super useful!

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**Agenda Item:** Report of WI Course Audit Process Task Force, Dr. Will Banks

- Task force discussed the large undertaking of the audit.
- Task force is considering the type and amount of material appropriate for each unit to submit. Since each department is required to submit course syllabi every semester, the task force would like to continue to collect this material as part of the audit.
- The task force would like additional materials that explain how the courses are meeting QEP outcomes.
- It was suggested that material should be uploaded to a SharePoint site so it can easily be accessible by the audit committee and departments.
- The task force would like feedback from the WAC committee regarding the audit materials.

**Will Banks will provide the committee a date for when this feedback is due.**
- Wendy Sharer will also get feedback from the liaisons.
Agenda Item: Report of One and Two Credit Hour WI Courses Task Force, Dr. Anne Spuches

- The original goal of the task force was to evaluate the feasibility of counting WI courses in terms of # of instances rather than credit hours.
- This idea was originally proposed as a solution for those disciplines (the sciences such as Chemistry and Biology) that offer predominately 1 and 2 credit hour WI courses. It was a concern that students in these disciplines would not have enough WI credit within their major.
- The first task was to determine how many 1 and 2 credit hour courses are offered in the university.
- Out of ~300 WI courses 7% are 1 credit hour and 6% are 2 credit hour.
- **It was determined that because of the following, the task force would discontinue its discussions on this topic until there is a more compelling reason to revisit the discussion.**
  1. The number of 1 and 2 credit hour course offerings is small.
  2. Since the WI requirement states that students fulfill 3 credit hours within their major, both Chemistry and Biology do have plenty of WI course offerings for both BA and BS students. Physics has one 3 credit hour course that can fulfill the needs of their students.
  3. There was a major concern from Dr. Catherine Rigsby that changing to # of instances might water down the WI requirement.
  4. Although changing to number of instances could have been a catalyst for units to reevaluate how they approached writing in the classroom, in particular the undergraduate labs, the audit should accomplish this task.

**NEXT MEETING: January 12th, 2015**

http://www.ecu.edu/cs-acad/fsonline/wc/wc.cfm

Submitted by Anne Spuches