

COMMITTEE: Writing Across the Curriculum

MEETING DATE: April 9, 2012, 3:30pm

PERSON PRESIDING: Elizabeth Swaggerty, Chair

REGULAR MEMBERS IN ATTENDANCE: Carolyn Dunn, Hector Garza, Dario Bernardini, Joanne Hartsell, Ashley Egan

EX-OFFICIO MEMBERS IN ATTENDANCE: Will Banks, Michelle Eble, Wendy Sharer, Rebecca Benfield

OTHERS IN ATTENDANCE: Kerri Flinchbaugh

ACTIONS OF MEETING

Elizabeth Swaggerty called the meeting to order at 3:30pm

Agenda Item: Approval of minutes from March meeting

Discussion: Dr. Swaggerty asked for a motion to approve the minutes from the March WAC Committee meeting. Dario Bernardini made a motion to accept the minutes, with Rebecca Benfield seconding the motion.

Action Taken: The minutes from the March meeting were approved unanimously.

Assigned additional duties to: N/A

Agenda Item: Review of CMGT 4300 Syllabus

Discussion: The committee reviewed the syllabus of CMGT 4300, submitted by David Batie of Construction Management. The course and its syllabus already had WI approval; the syllabus was submitted for review only because the course had been renumbered. There was some discussion of the fact that writing accounted for 30 percent of the overall grade in the class, and whether that was adequate. However, no protocol has been established for regular review of WI designated courses; therefore, the committee felt it had no authority as yet to direct changes. The committee discussed establishing a standard through which WI courses could be regularly reviewed and the WI designation renewed after a set period of time. One suggestion is to set up a schedule for review by academic department, and work with a departmental liaison to facilitate the review of an academic unit's WI courses.

Action Taken: N/A

Assigned additional duties to: Dr. Swaggerty will suggest a writing outcome be added to the CMGT 4300 syllabus, as this is something that all WI courses will be asked to contain, in addition to the writing intensive statement.

Agenda Item: Discussion of possible plan to regularly review already established WI courses/Review and revision of WI proposal form

Discussion: Discussion centered on a way to evaluate WI courses periodically. One option is to have an "expiration date" on the WI status, which would require the WI designation be sought and given to courses on a set schedule. Committee members agreed each WI syllabus should contain the WI statement, at least 1 writing-based outcome, and information articulating what kind of writing students will do. The committee also discussed revisions to the WI course proposal form, which might require WI instructors to choose among established writing outcomes and explain how the proposed course would meet at least three of them. The proposal package should also include the revised form, a discussion of how WAC guidelines inform WI courses, and the importance of including writing outcomes in the course objectives on the syllabus.

Action Taken: N/A

Assigned additional duties to: Dr. Garza, along with Dr. Banks, Dr. Sharer and Dr. Benfield, agreed to work over the summer to revise the WI course proposal form and to discuss ways to implement a regular review of WI courses so that the WAC Committee can address these issues in the Fall 2012.

Agenda Item: Writing Program Report

Discussion: Dr. Banks noted that inclusion of the WI statement in Spring 2012 syllabi was substantially lower than in Fall 2011 – possibly because a reminder e-mail about including the WI statement was not sent to Faculty in January as it had been in August. An e-mail reminder will now be sent to faculty in both Fall and Spring. Of the syllabi collected for Spring 2012, 56% indicated writing counted for half the course grade or more – yet anecdotal information suggests faculty feel students do not write well. Dr. Banks noted there seems to be a disconnect between the statistics and the faculty perception. He also noted that 12% of WI syllabi collected do not indicate how much writing counts in terms of the overall grade. Dr. Banks updated the committee on changes to the writing center space.

Action Taken: N/A

Assigned Additional Duties To: N/A

Agenda Item: QEP Report

Discussion: Dr. Sharer discussed the QEP writing outcomes and the assessment of ECU graduates to discern if they meet the outcomes. Dr. Sharer updated the committee on the ongoing work of the QEP.

Action Taken: N/A

Assigned Additional Duties To: N/A

Agenda Item: Review of Annual Report

Discussion: Dr. Garza reviewed the draft of the committee's annual report and asked for committee input. The committee noted that a recommendation should be made that the QEP director be included in WAC meetings, and also that the Chair of the Undergraduate Curriculum Committee be asked to come to a WAC

Committee meeting in the Fall to discuss how the work of UCC and WAC Committee complement each other.

Action Taken: N/A

Assigned Additional Duties to: N/A

The business of the meeting was concluded at 5:10pm. A motion was made to adjourn the meeting by Dr. Eble. Dr. Swaggerty seconded the motion. The meeting was adjourned at 5:10pm.

Respectfully Submitted, Carolyn K. Dunn
