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

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ACTIONS OF MEETING

Agenda Item: Elect Committee Officers & Appoint Ex-Officio Member of the Honors College Advisory Committee.

Discussion: Mark Sprague solicited nominations for a member to serve as the chair of the committee. On proper nomination and vote, the committee elected Hector Garza to serve as chair. Hector Garza proceeded with further committee discussion to solicit nominations for the vice-chair and secretary positions.

Action Taken: The Committee on discussion and proper nomination elected Hector Garza to serve as chair; Nara Newcomer to serve as the vice-chair and Rose Bailey to serve as the secretary for the 2012-2013 academic year.

Assigned Additional Duties To: None

Agenda Item: Appoint Ex-Officio Member of the Honors College Advisory Committee.

Discussion: Hector Garza volunteered to serve as Ex-Officio Member of the Honors College Advisory Committee.

Action Taken: On proper motion, Committee approved appointment of Hector Garza as the WAC Committee's representative to serve as Ex-Officio Member of the Honors College Advisory Committee.

Assigned Additional Duties To: None

Agenda Item: Consideration of Business Carried over from 2011-2012

Discussion: The committee discussed the need to review & revise clear articulation of required outcomes and writing activities of approved Writing-Intensive ("WI") courses. It further discussed assessing the sufficiency of the QEP outcomes required in the WI courses. Once that determination is completed, the committee discussed the need then to

assess how to revise the WI course proposal form and enhance the monitoring of WI course achievement of required course outcomes.

Action Taken: The committee unanimously agreed to delegate the assessment of the sufficiency of the QEP outcomes required in the WI courses to a sub-committee. That sub-committee is to include Hector Garza, Elizabeth Swaggerty, Carolyn Dunn, Wendy Sharer and Will Banks.

Assigned Additional Duties To: The subcommittee will meet to be prepared to propose suggested recommendations at the next Committee meeting on November 12, 2012.

Agenda Item: Review WI Course Proposal for THEA 3021 – "Writing Solo Performance" and consider proposal presentation of the faculty member involved, Teresa (Tracy) Donohue.

Discussion: The committee reviewed the course proposal and the presentation of Tracy Donohue to the committee. Following a full discussion of the proposal and presentation, the committee proposed one modification for approving it as a WI course. The modification suggested would require each student to create a written "Process Reflection" of the student's rationale to include or reject "At-Home" or "In-Class" journal entries and class feedback/critique in structuring the student's final solo performance. This writing would document fully the process of creating the performance through linking the "At-Home" or "In-Class" written journals to the "Written Performance" and enhance the quality of the learning experience. Conditioned on this modification, Michelle Eble offered a motion to approve the proposal that Rose Bailey seconded.

Action Taken: The committee unanimously approved this motion.

Assigned Additional Duties To: Hector Garza will discuss this with Tracy Donohue to request the submission of a revised Course Proposal to the Committee.

NEXT MEETING: November 12, 2012 3:00-4:00pm, 140 Rawl Annex

ITEMS TO BE DISCUSSED:

- Feedback from WAC subcommittee.
- Final Approval Review of WI Course Proposal for THEA 3021 – "Writing Solo Performance" after revision.