COMMITTEE: Writing Across the Curriculum Committee

MEETING DATE: 9.9.2013

PERSON PRESIDING: M. Sprague and then after elections, H. Garza

REGULAR MEMBERS IN ATTENDANCE: G. Hubbard, H. Garza, A. Spuches, E. Swaggerty, C. Dunn

EX-OFFICIO MEMBERS IN ATTENDANCE: W. Sharer, T. Morse, M. Eble, T. Atkinson, W. Banks, J. Neil

OTHERS IN ATTENDANCE: M. Sprague

**ACTIONS OF MEETING**

**Agenda Item:** Elections

Action Taken: The following positions were approved by the committee:
- Hector Garza – Chair (will also serve as Honors College representative)
- Carolyn Dunn - Vice Chair
- Elizabeth Swaggerty – Secretary

**Agenda Item:** Seek Faculty Senate approval of revised course proposal form.

Discussion: Discussion took place about the readiness of the proposal form for Faculty Senate. It was decided that another review of the form and the pilot results would be beneficial before moving forward.

Action Taken: The committee will review the writing intensive proposal form draft and the feedback from E. Swaggerty and H. Garza’s pilot (see email from T. Morse) and will email feedback to H. Garza by October 1st. The ad hoc committee (H. Garza, W. Banks, C. Dunn, W. Sharer, E. Swaggerty) will meet the first week of October to consider feedback and revise the form. The ad hoc will send a copy of the revised proposal to the committee at large with enough time for review. The goal is to vote on the proposal at the October meeting and present the revised proposal at the November faculty senate meeting.

Assigned Additional Duties To: E. Swaggerty will facilitate the solicitation of feedback from the committee to H. Garza. H. Garza will organize the meeting of the ad hoc committee and the sending of the revised proposal form to the committee members with enough time for review before the October meeting.

**Agenda Item:** Audit for WI Courses

Discussion: Determining how an audit of WI courses will be enacted will remain a goal for the committee.

Action Taken: No action taken.
Agenda Item: Review and revise Writing Intensive Handbook

Discussion: W. Banks suggested that this task is within the purview of the Writing Program and the committee agreed.

Action Taken: No action taken.


NEXT MEETING: October 14, 2013

ITEMS TO BE DISCUSSED:
WI Course proposal form
Audit for WI Courses

Submitted by Elizabeth Swaggerty