

(4 page limit, please)

**EAST CAROLINA UNIVERSITY FACULTY SENATE
ACADEMIC COMMITTEE ANNUAL REPORT**

2022-2023 Academic Year

Writing Across the Curriculum Committee

Regular Members: Lisa Ellison (chair), Jen-Scott Mobley (vice-chair), Ann Mannie (secretary), Melissa Wrenn, Joshua Gardner, Julie Kulas, Mitzi Pestaner, Edmund Stellwag

Ex-officio Members: Michelle Eble (chancellor), Wendy Sharer (provost), Elizabeth Ketterman (HS provost), Will Banks (UWP director), Armin Krishnan (faculty chair), Michael Veber (faculty), Samantha Moore (SGA); non-voting: Tracy Morse (composition and writing foundations director)

Meeting Dates and Members Present

		9/12/22	10/17/22	11/14/22	1/23/23	2/13/23	3/13/23	4/10/23
Regular Members (quorum = 4)	Lisa Ellison	x	x	x	x	x	x	x
	Jen-Scott Mobley	x		x	x	x	x	x
	Ann Mannie	x	x	x	x	x	x	x
	Melissa Wrenn	x	x	x	Course conflict; sent notes			
	Joshua Gardner	x	x	x	x	x	x	x
	Julie Kulas	x	x		x	x	x	x
	Mitzi Pestaner		x	x	x	x	x	x
	Edmund Stellwag	---		x	x	x	x	x
Ex-officio	Michelle Eble		x	x	x	x		
	Wendy Sharer	x	x	x	x		x	x
	Elizabeth Ketterman	x	x		x			
	Will Banks	x	x	x	x	x	x	x
	Armin Krishnan	x	x	x	x	x	x	x
	Michael Veber	x	x	x	x	x	x	x
	Samantha Moore			x		x	x	x
non-voting	Tracy Morse	x	x	x			x	x

Subcommittees Established / WI Review Process

Each committee member was appointed to one of eight workgroups to review the Writing Intensive curricula in as many programs in the Harriot College of Arts and Sciences: Anthropology, Biology, Chemistry, Economics, Foreign Languages & Literatures, Geography, Geology, and Great Books. The timeline for the review was as follows.

- Materials from programs due Nov. 1, 2022
- WI Review process review at Nov. 14, 2022 meeting
- Workgroup course audits due for Jan. 23, 2023 meeting
- Workgroup course reviews due for Feb. 13, 2023 meeting
- Feedback letters to programs approved at April 10, 2023 meeting

Accomplishments during the year

- Recommended to Admission & Retention committee removing ENGL 1100 requirement for transfer admissions (in January 2023), approved by Faculty Senate on February 21, 2023, and the Chancellor on April 6, 2023, **Resolution #23-18**.
- Worked with General Education & Instructional Effectiveness and Service Learning committees to initiate Curriculog form for WI requests to centralize curriculum management and storage
- Completed WI review on schedule; used new BIC reports for enrollment and offering data, saving hours of time chairs and undergraduate program directors previously spent gathering this information.
- Approved 8 new WI or WI-by-section courses
- Removed WI or WI-by-section designation from 10 courses
- Retained WI or WI-by-section designation for 19 courses undergoing curricular revisions

Reports to the Faculty Senate

Resolution #22-50 Approved by the Faculty Senate: October 4, 2022 Approved by the Chancellor: November 9, 2022 Curriculum and academic matters acted on and recorded in the September 12, 2022 Writing Across the Curriculum Committee meeting including removal of writing intensive (WI) designation for RCTX 4990, and retention of writing intensive (WI) designation for SOCW 3402 after notification of curricular changes.

Resolution #22-54 Approved by the Faculty Senate: November 1, 2022 Received by the Chancellor: December 14, 2022 Curriculum and academic matters acted on and recorded in the October 17, 2022 Writing Across the Curriculum Committee meeting including: • Removal of Writing Intensive (WI) designation from ATEP 4320 • Retention of Writing Intensive (WI) designation for: o CSDI 4335 after title and pre-requisite revision o PLAN 4099 after pre-requisite revision • Writing Intensive (WI) designation for GERM 3510 Introduction to German Literature

Resolution #22-62 Approved by the Faculty Senate: December 6, 2022 Approved by the Chancellor: January 26, 2023und Curriculum and academic matters acted on and recorded in the November 14, 2022 Writing Across the Curriculum Committee meeting including removal of writing intensive (WI) designation-by-section from BIOL 2015 Introduction to Biological Anthropology.

Resolution #23-13 Approved by the Faculty Senate: February 21, 2023 Approved by the Chancellor: April 6, 2023 Curriculum and academic matters acted on and recorded in the Writing Across the Curriculum Committee meeting of January 23, 2023 including: • approval of writing intensive course designation (WI) for CHEM 3961 Physical Chemistry II Laboratory • removal of writing intensive (WI) designation from: o GRBK 2400 Great Books of the Middle Ages & Renaissance • removal of WI-by-section designation from: o BIOL 2015 Introduction to Biological Anthropology o ECON 3323 Topics in Economics o CHEM 3961 Physical Chemistry Laboratory II

- retention of WI designation for the following courses undergoing revisions:
 - o HDFS 4200
 - o Spring 2023 HNRS seminars
 - o GRBK 2010, 2400, 2500, 3601, 4999 (revision to prefix and titles)
 - o MGMT 4842 (prerequisite revision)
 - o KINE 4150 (prerequisite revision)

Resolution #23-23 Approved by the Faculty Senate: March 28, 2023 Approved by the Chancellor: pending Curriculum and academic matters acted on during the February 13, 2023 Writing Across the Curriculum Committee meeting including the following:

- Retention of WI designation for:
 - o ENGL 3860 after title change
 - o POLS 4501 after credit hour change
 - o THEA 3055 after title change
 - o THEA 3300 after title change
- Removal of writing intensive (WI) designation from:
 - o POLS 4502 (course deletion)
- Approval of WI designation for POLS 2901 Legal Writing

 And during the March 13, 2023 meeting:

- Approval of WI designation for:
 - o KINE 4250 Revenue and Promotion Generation in the Fitness and Sport Enterprise
 - o HIST 4000 Senior Seminar

Business for 2023-2024

- Request approved Spring Honors College seminar syllabuses for WI compliance at 2nd meeting of the academic year. This will give the committee and instructor time to ensure WI outcomes will be addressed.
- Revise the policy on the transfer of WI courses. From October 17, 2022 minutes:

“Committee discussed 2021 proposed revisions to current WI transfer policy designed to standardize and simplify courses eligible to transfer with WI credit. The goal is to provide a clear policy regarding transfer to assist students with course selection prior to transfer. Banks will follow up with ECU Office of Transitions/Karen Slough Smith, and revisit revisions with advisors and writing liaisons.”
- Revise charge (see italicized portions of the “Evaluation of the committee” section below)
- Update the WI checklist and other resources on the WAC committee page
 - o Remove University Undergraduate and Graduate Catalogs link
 - o Revise the WI proposal information and form to reflect the Curriculog process
 - o Revise or remove WI Proposal Review Checklist
 - o Revise the WI designation removal information to reflect the Curriculog process. Include information about making curricular revisions to a course with WI credit.
 - o Keep 1) University Writing Program, 2) Writing Self-Analysis Questions, 3) Writing Intensive Course Syllabus Statement (edit name to include the writing portfolio statement), 4) Adding ENGL 2201 as a Prerequisite
 - o Add a document about the approval process and FAQs about things like how soon a course becomes WI after approval, how to get an emergency WI designation for a class or select students.

Evaluation of the committee (include anything that hindered or assisted the committee's work during the year).

- Charge:** The committee fully met its charge.
- Personnel:** The committee’s composition from across the university assists in reviewing the range of WI proposals we receive.
- Attendance:** Committee attendance was excellent this year; we never risked not making quorum. One regular member had a course conflict in the Spring semester, and communicated her questions and concerns about meeting materials in advance.
- Responsibilities** (*See notes in bold italics.*)
 1. The committee promotes the University Writing Program and recommends policies and guidelines governing the development and offering of courses and seminars that are officially to be designated as writing-intensive courses.
 2. The committee reviews and approves proposals for writing-intensive courses, makes recommendations to the Faculty Senate regarding proposals carrying the writing

intensive designation, and reports those recommendations to the University Curriculum Committee. ***The committee does not send recommendations to the UCC. It is the responsibility of the proposing party to show proof of WAC approval.***

3. The committee periodically reviews existing writing-intensive course offerings and recommends, as appropriate, changes to course writing-intensive status in order to ensure that standards for writing-intensive credit are being met.
4. The committee reviews the activities of the University Writing Program, advises the administrative leadership in that program, and serves as a liaison between the University Writing Program and the Faculty Senate. ***The committee hears UWP reports at each meeting, but does not review the work of the UWP.***
5. The committee reviews honors seminar proposals for writing intensive credit. ***A prompt in the organizational meeting materials to request Honors seminars for WI review for the second meeting will facilitate the committee in carrying out this responsibility.***
6. The chair or appointed representative serves as an ex-officio member of the Honors College Faculty Advisory Committee. ***I (Lisa Ellison) question the value of this having WAC representation on this committee.***

E. **Activities:** The committee was actively engaged with all aspects of its charge.

Suggestion(s) to the Chair of the Faculty for improving the effectiveness of the committee.

No suggestions.

Does the Committee's organizational meeting next year need to be earlier than this year's?

An earlier start date is not necessary.

Signed: Chairperson:



Vice Chair:



Secretary:



Please forward the completed, approved annual report to the Faculty Senate office via email (faculty senate@ecu.edu) no later than May 15.