

East Carolina University Standing Faculty Senate Committee

**Writing Across the Curriculum Committee: Minutes**

September 11, 2023

3:00pm; Teams Videoconference

**IN ATTENDANCE:**

Regular Members: Joshua Gardner, Amanda Haberstroh, Mark Johnson, Jennifer McDougal, Mitzi Pestaner, Edmund Stellwag, Melissa Wrenn

Ex-officio Members: Will Banks, Michelle Eble, Mark Hand, Cayce James, Elizabeth Ketterman, Borim Song

Others in Attendance: Anne Ticknor (Chair of the Faculty), Rachel Baker

**I. Call to Order/Welcome/Charge/Responsibilities/ Election of New Officers** (Anne Ticknor, Chair of the Faculty)

- Presentation of WAC Website/Team Site, Meeting Dates, Roster, Resources
- Election of New Officers:  
Chair: Melissa Wrenn  
Vice Chair: Mark Johnson  
Secretary: Joshua Gardner  
Julie Kulas appointed member of Honors College Faculty Advisory Committee

**II. Business for 2023-2024**

- **Request Spring Honors College Course Syllabi.** Banks suggested the Chair reach out to Honors College Dean Fraley in the fall semester to remind him to make sure syllabi are compliant with WI.
- **Revise policy on WI transfer courses.** Chair Ticknor clarified that this was an item from the committee's annual report. No updates from Banks. Banks suggested this item, as well as other items, will require additional work from committee and suggested that he and Chair Wrenn work together to create a brief to discuss at future meetings in regards to how the committee will want to best approach particular items/pieces.
- **Revise the charge.** Chair Ticknor clarified that this was also an item from the committee's annual report and that this was in regards to a section entitled "Evaluation of Committee's Responsibilities," specifically Honors College seminar proposals. Banks said he believed this was not in the charge for the committee and in the past the Honors College would ask Banks (in his capacity as UWP Director) to review syllabi when courses are approved for special topics seminars. Last year's committee, under the leadership of Chair Ellison, felt that this was a task for the WAC Committee to complete, but it wasn't reflected in the committee's charge. Banks said that Ellison suggested

it be added to the committee's charge. Chair Ticknor discussed how the committee is able to change the committee's charge if they wish, but reminded that it is a labor intensive process. Upon looking further at the annual report and the language used, Rachel Baker said that it appears the suggestion is not to have the charge changed, but that it is rather a reminder to get the process started during the organizational meeting and that additional information was included to help the committee (as it was done later in the semester in the previous academic year). Baker said it appears that some things are suggestions for the revision of the charge and some are suggestions for improvement in the process. Banks suggested this item be looked at further at the October meeting (committee was also in agreement).

- **Update WI checklist and other resources on the WAC committee webpage.** Banks said in the past the committee has operated independently of the Curriculog process but going forward the committee will be a part of the Curriculog process. Banks suggested that the leadership team work with Rex Rose, Curriculog Specialist, on this process and update the committee accordingly. Chair Wrenn will reach out to Rex.

### **III. Announcements**

- **University Writing Program/University Writing Center (Banks)**  
Banks will continue cc'ing the committee on any announcements he sends out regarding UWP. Banks discussed the most recent announcement regarding the Fall 2023 Book Club. UWC is celebrating its 40<sup>th</sup> anniversary this year and many events and celebrations will be planned. Committee will receive UWP Annual Report (advisory, no vote required) soon. Banks also reminded that one of the large tasks completed each year by the committee is reviewing WI courses. All courses on campus are on a five year rotation. This fall, the committee will focus on the second half of the alphabet of Arts and Sciences. Materials are ready to go to the committee and will likely be made available for the November meeting.

**IV. Adjournment:** The meeting was adjourned at 3:50pm.

**NEXT MEETING: October 16, 2023, 3 p.m., Teams videoconference**

Respectfully submitted,

Joshua Gardner