



1-29-2021

Minutes 1-29-2021 | Institutional Effectiveness, Writing Across the Curriculum Subcommittee

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**Writing Across the Curriculum
Committee**

1/29/21

Part of the Institutional Effectiveness
Committee

Present:

- Katelyn Williams (School of Arts and Humanities, Co-Chair)
- Andrea Porter (School of Arts and Humanities, Co-Chair)
- Ben Cunningham (School of Business and Industry)
- Wendy Stephens (School of Education)
- Jody Long (School of Human Services and Social Sciences)
- Mark Sciuchetti (School of Science)
- Pam White (Learning Services)
- Harry Nuttall (Library)

Absent:

- Serena Gramling (School of Health Professions and Wellness)

Guest(s): None

Item	Discussion	Decision/Action
<p><i>Approved</i> WI Course Unanimous Approvals</p>	<p>CS 462 EC 463 EH 250 EH 330 EH 331 EH 332 EH 344 EH 415 EH 499 GY 431 MS 475</p>	<p>These courses will be recommended for WI designation by memo from the WAC Committee to the Deans Council</p>

<p>Approval Pending Proposed Courses: Revise and Resubmit</p>	<p>BY 322—Writing Process Request clarification in the syllabus on how the writing process will be carried out</p>	<p>These courses will be recommended for WI designation, provided they are resubmitted with the clarification/items requested</p>
	<p>BY 496—Writing Process, Writing Assessment Request clarification in the syllabus on how the writing process will be carried out</p>	
	<p>CS 304—Writing Process Clarifying at what point the instructor provides feedback would be helpful in describing the writing process</p>	
	<p>CY 341—Writing Process, Writing Assessment Recommend allowing the students to revise earlier so they learn more quickly from the writing process Please provide the syllabus showing how the 10 lab reports will factor into the overall grade</p>	
	<p>FIN 481—Multiple Assignments, Writing Assessment Please provide an explanation of the writing assignments and explain how the feedback is being acted upon by students How will the presentations handle writing?</p>	
	<p>MKT 495—Writing process Clarify that the writing assignments do receive feedback before they are revised into the longer paper</p>	
	<p>MS 300—Writing process Please clarify how the writing process will be implemented in the course with drafts, feedback, and revision Please explain the written component of the exams, if applicable Clarify writing component in the syllabus</p>	
	<p>MS 441—Writing Process Please clarify how the writing process will be implemented in the course with drafts, feedback, and revision Please explain the written component of the exams, if applicable Clarify writing component in the syllabus</p>	
<p>Not Approved Provide Resources to Rework Proposals and Resubmit</p>	<p>ACC 360 CBA 350 CS 311 MGT 385 MS 415</p>	<p>These courses will not be recommended for WI designation; instead, we will ask that they be revised and resubmitted for consideration and will provide a</p>

		checklist of requirements/items to address in syllabi for clarity
General Suggestions	<ul style="list-style-type: none"> • Explaining exam format if it will include a writing component • Provide course syllabus • Explain how the writing process is used • Submitting sample assignments along with syllabi so committee can see more clearly the work students are doing • How do the writing assignments fit into the overall grading structure • Create a checklist of items syllabus/assignment should include for WI classes 	
Next Meeting Date	Friday, February 5, 2021 at 1:00	
Next WI Proposal Submission Dates	February 1, 2021 March 1, 2021 – Last Date!	

Notes: We are revising the WI course application form to elicit what the WAC Committee needs to be able to make the WI recommendation and are creating a checklist to further aid departments.