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Institutional Effectiveness Committee Minutes

Institutional Effectiveness Committee

11-8-2021

Minutes 11-8-2021 | Institutional Effectiveness, Writing Across the Curriculum Subcommittee

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Writing Across the Curriculum Committee

11/08/2021

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)
 Wendy Stephens (School of Education)
 Serena Gramling (School of Health Professions and Wellness)
 Jody Long (School of Human Services and Social Sciences)
 Mark Sciuchetti (School of Science)
 Pam White (Learning Services)
 Benjamin Cunningham (School of Business)

Absent: None

Guest(s): None

Item	Discussion	Decision/Action
<p>1. Dean's Proposal</p>	<p>Proposed: <i>Writing Across the Curriculum</i> Writing Across the Curriculum (WAC) is a program that seeks to establish, recognize, and support the use of writing in multiple forms and various genres within a student's academic experience. It helps students transfer important written communication skills learned in composition to their major courses and, then, their professions. Specifically, writing within the discipline helps students to</p> <ul style="list-style-type: none"> • Communicate information clearly • Clarify thinking • Learn new concepts and information • Think critically 	<p>Proposal is accepted.</p> <p>Committee suggests that the catalog include a hyper-link to the section on transfer students for clarity.</p>

	<ul style="list-style-type: none"> • Become familiar with and practice writing useful for their career. <p>Writing Across the Curriculum is a model that has been adopted by institutions nationwide and is the product of extensive research on best practices in teaching and learning. WAC at JSU requires that a student successfully complete the first-year composition course sequence and two Writing Intensive courses (WI) in order to graduate. At least one WI course must be at the upper-level (300 or 400-level course). Eligible courses have the WI designation, and advisors will guide students to the appropriate courses based on their major. Transfer students are expected to complete a minimum of one WI course at JSU.</p>	
<p>2. CourseLeaf Notifications and WI approval process</p>	<p>Are all committee members receiving notifications? Overview course submission and approval process. Decide on where the WI Course Application prompt will appear in the Courseleaf process.</p>	<ul style="list-style-type: none"> • Registrar's office needs list of committee members for emails from Courseleaf. Not all members receive emails. • The committee suggests that options #1 & #2 be combined.
<p>3. WI Instructor Survey</p>	<ol style="list-style-type: none"> 1. Are you aware of the goals and objectives of the Writing Across the Curriculum program, in general, and requirements of the Writing-Intensive course within that program, specifically? If not, what questions do you have? 2. In what areas of course planning or delivery would you like to receive supplemental instruction? Check all that apply: <ol style="list-style-type: none"> a. Planning and developing a WI course b. Providing feedback on writing c. Revision d. Writing assessment e. Handling grading load 3. Do you have any particular assignments or an experience teaching your WI course that you would be willing to share with other faculty? 4. Do you have further questions, comments, or concerns? 	<p>Committee suggested questions to use to survey instructors of WI courses so that faculty development for spring 2022 can reflect the needs of WI instructors.</p>
<ul style="list-style-type: none"> • Committee Structure & Membership 	<p>WAC Committee Structure & Membership The Writing Across the Curriculum Committee will be comprised of eight faculty members representing each of the six academic colleges, the Library, and Learning</p>	<p>Committee approved the language solidifying committee structure and membership rotation.</p>

Services. The representative from the College of Arts and Humanities will be a faculty member from the Department of English who will serve as committee chair with a course reduction for each semester of service. The Department Head from English will serve as an ex-officio member of the committee. *On a two-year rotation, committee members from two of the eight academic units will have the option to roll off the committee with replacements from their units:*

Houston Cole Library / Learning Services (year 2)

College of Arts & Humanities / College of Business (year 4)

College of Education / College of Health Professions (year 6)

College of Science & Math / College of Social & Behavioral Science (year 8)

Name	Title	Email
1. Porter, Andrea (ex-officio)	English Dept, Chair	aporter@jsu.edu
2. Walker, Katelyn	Instructor, English	knwalker@jsu.edu
3. Gramling, Serena	Assistant Professor, Nursing	sgramling@jsu.edu
4. Stephens, Wendy	Professor, Library Media	wstephens@jsu.edu
5. Long, Jody	Assistant Professor, Social Work	jlong12@jsu.edu
6. Cunningham, Ben	Instructor, Communication	bbcunningham@jsu.edu
7. Mark Sciuchetti	Assistant Professor, Geography	msciuchetti@jsu.edu
8. Pamela White	Instructor, Learning Services	pwhite2@jsu.edu
9.	Houston Cole Library	

General Suggestions	None	
Next Meeting Date	As needed	

Notes: