

Writing Intensive Program Committee
August 18, 2014 Meeting Minutes

Members Present:

Warren Rochelle, Chair
Dan Hubbard
Nina Mikhalevsky, Secretary

The chair announced that going forward, the committee will meet in the Writing Center in the ITCC.

The chair will verify UFC meeting dates and will check with Morello on catalogue submission dates in order to finalize the due dates for WI proposals. Once these have been determined, the chair will send out the announcement to all faculty and the dates will be posted on the committee website.

The chair will contact the registrar's office to get the list of all currently approved WI courses.

The committee will need to get an update from Gwen Hale on the current plan for assessment of the FSEM writing components as well as the results of the assessment of student work conducted at the end of the last academic year.

The committee needs to review a proposal from Doug Sanford to make an Independent Study of HISP 491 a WI course for this semester/instructor only. The proposal will be circulated via email.

Next scheduled meeting TBD when all committee members have responded with their preferred meeting times.

Meeting adjourned at 11:30 am.

Respectfully submitted,

Nina Mikhalevsky, Secretary