

## **Minutes of the Writing Intensive Committee**

**September 17, 2018 1 PM**

**Writing Center, HCC 430**

Members Present: Caitie Finlayson (Assistant, CAS), Sushma Subramanian (Assistant, CAS), Randall Helmstutler (Associate, CAS), Emily Stanley (Assistant, CAS)

**I. Writing Intensive Proposal for PHIL 303 - Hegel, Marx, Nietzsche** – The committee reviewed the instructor specific proposal for PHIL 303 which was submitted by Dr. Michael Reno. After a brief discussion, the committee voted to approve the proposal. After the meeting it was discovered that this course was already approved as WI for all instructors who teach it, so there is no action item associated with this approval since it is actually already approved as a WI course for Dr. Reno.

**II. Writing Intensive Proposal for CHIN 300D/Topics in Chinese Language and Culture** – The Committee reviewed the instructor specific proposal for CHIN 300D which was submitted by Dr. Pei-ni Causarano. The committee noted that the proposal form looked good, but the syllabus was unclear about the assignments and when there would be opportunities for revisions. The committee decided to ask Dr. Causarano to provide more information about the written assignments.

Dr. Causarano provided the requested information clarifying the written assignments as well as the revision process. The committee discussed this new information in an electronic meeting on 9/20/18, and voted to approve the proposed course as WI.

**III. Resubmissions** – The committee returned one proposal for resubmission.

The Committee agreed to hold its next meeting on Tuesday, November 14 at 1 PM.

The meeting adjourned at 1:30 PM.

Respectfully submitted,  
Emily Stanley  
September 24, 2018