

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

**November 14, 2018 1:10 PM**

**Writing Center, HCC 430**

Members Present: Caitie Finlayson (Assistant, CAS), Sushma Subramanian (Assistant, CAS), Randall Helmstutler (Associate, CAS), Emily Stanley (Assistant, CAS), Laura Bylenok (Assistant, CAS), Gwen Hale (Ex-Officio Member, Director of the Writing Center and Writing Program)

**I. Writing Intensive Proposal for GEOG 360M: Cultural Geography** – The committee reviewed the instructor specific proposal for GEOG 360M which was submitted by Dr. Caitlin Finlayson. After a brief discussion, the committee voted to approve the proposal.

**II. Writing Intensive Proposal for GEOG 200D: Geographical Thinking** – The Committee reviewed the department wide proposal for GEOG 200D which was submitted by Dr. Jackie Gallagher. After a brief discussion, the committee voted to approve the proposal.

**III. Writing Intensive Proposal for NURS 310: The Role of the Professional Nurse** – The Committee reviewed the department wide proposal for NURS 310 which was submitted by Dr. Pamela S. McCullough. The committee noted that the proposal looked good overall, but were unclear about how the writing assignments included sequenced repetition. The committee decided to ask Dr. McCullough to provide more clarification about the sequenced repetition of the written assignments in the course.

Dr. McCullough provided the requested information clarifying the written assignments as well as a revised syllabus and revised WI Course Submission Form. The committee discussed this new information in an electronic meeting on 11/20/18, and voted to approve the proposed course as WI.

**IV. Promoting Best Practices for Teaching Writing to ESL Students** – Dr. Hale brought forward the concern of teaching writing to ESL students and asked what we as a committee might do to promote best practices. The committee considered the possibility of co-sponsoring a workshop with the teaching center to promote best practices in teaching writing and how those practices could be applied to ESL students.

**V. Scheduling Spring 2019 Meetings** – The committee decided to have an electronic meeting during the first week of the Spring 2019 semester in order to consider WI proposals for the Fall 2019 semester with the goal to have decisions on those courses finalized by Wednesday January 23, 2019.

**VI. Website update** – Dr. Subramanian announced that the WI website had been updated with more current information. She encouraged committee members to check out the updated site and to share it with interested parties.

The Committee agreed to meet electronically on January 23, 2019.

The meeting adjourned at 1:45 PM.

Respectfully submitted,

Emily Stanley

November 20, 2018