

Writing Intensive Meeting

April 17th, 2013

Attendance:

Brooke DiLauro

Gwendolyn Hale

Joe Nicholas

Nina Mikhalevsky

Mary Rigsby

Courtney Clayton

Item One: Courtney Clayton elected as Chair, and Nina Mikhalevsky as Secretary

Item Two: WI Proposal Form

- We looked at the language of writing goals
- Insert the following outcomes into the form and also replace on the website for writing center:

Writing Intensive Program Learning Outcomes

- **(Ideas):** Students will demonstrate satisfactory knowledge of the varying strategies to convey arguments, main ideas, and support/ evidence.
- **(Organization):** Students will demonstrate satisfactory knowledge of the varying patterns of composition organization and development.
- **(Rhetorical Situation):** Students will demonstrate knowledge of the audience, the role of the writer, and rhetorical strategies.
- **(Editing):** Students will demonstrate satisfactory knowledge of writing conventions and correctness.

Item 3: Website Revisions

- There is a new URL about writing intensive program and then from there to writing intensive center

- Delete criteria for course approval on current website
- Links to relevant pages while filling out proposal
- Looked at suggestions from everyone for website. Nina will reorganize website and then send the forms to Gwen
- Agreed that there should be a place on website for due dates for WI proposals, rather than list due dates on form

Item 4: Old Business

- Suggested that we need to think of what committee should take a look at or remember to do in the Fall.
- One idea was to have a “manual” or procedures for incoming Chairs so they know what to do when they take over committees. UFC is addressing this in the Fall.

Meeting adjourned at 4:55pm