

Writing Intensive Program Committee

September 4, 2013 Meeting Minutes

Members Present:

Courtney Clayton, Chair
Marcelo Fajardo-Cardenas
Nina Mikhalevsky, Secretary
Warren Rochelle

Courtney Clayton reported on her meeting with Taiwo Ande, Assistant Provost for Institutional Analysis and Effectiveness, and Gwen Hale, Director of University Writing Center and University Writing Program. Also at that meeting was Anand Rao, Speaking Intensive Program and Speaking Center Director. They discussed the current assessment activity of the writing program and the 2012-2013 Writing Intensive Program Assessment Report prepared and submitted by Gwen Hale (members of the committee noted that they had not seen the report prior to its submission and received it on August 28 when it was sent out to the committee in preparation for our current meeting).

Taiwo indicated that for this coming year, it was sufficient to conduct an assessment of first-year student writing, using the FSEMS, and senior-level writing. The committee agreed that because most seniors have either completed or are close to completing the WI requirement, and most academic departments will have written work by their seniors in their upper level major courses, it should not be difficult to ask each department to submit an adequate sample of senior-level written work for assessment. Courtney will confirm with Taiwo what will constitute a sufficient sample size. Courtney will also be sending out letters to FSEM instructors and department chairs respectively to notify and explain.

Taiwo indicated that his office would fund outside readers to conduct the assessment, using the current rubric.

Going forward, Taiwo will be working with the QEP director, Gwen, and the WI committee to ensure that there is a plan for assessing the writing component of the FSEMS (and with the SI program to assess the SI components), and to finalize an on-going assessment plan for the effectiveness of the Writing Intensive program.

Meeting adjourned at 5:30 pm.

Next scheduled meeting: September 18, 4:00 pm in the Writing Center, Fredericksburg campus.

Respectfully submitted,
Nina Mikhalevsky, Secretary