**Writing Intensive Committee**

**Meeting Minutes**

**February 8, 2021 at 4 pm**

**Zoom meeting**

**In Attendance**

Brenta Blevins, Pamela Grothe, Randall Helmstutler, Elizabeth Johnson-Young, Ben LaBreche

**Approval of Minutes**

The minutes from October were previously approved by email.

**Old Business**

* The committee briefly discussed working with the new Curriculum Inventory Management System (CIMS). WI Committee Chair will handle indicating the status in the new system.
* Brenta has updated the WI proposal website to reflect the new CIMS. There was some discussion of how the WI Committee website should relate to the CIMS.

**New Business**

***Evaluation of WI submissions:***

* MATH 110, Finite Mathematics with Applications was approved for all instructors.
* BIOL 472, Research Intensive Course was approved for all instructors.
* BIOL 482, Literature Research in Biology was approved for all instructors.
* BIOL 481, Research Design & Proposal Development in Biology was not approved; Brenta will ask for completion of the proposal for further electronic discussion.
* ARTH 357, Contemporary Asian Art was approved for Suzie Kim.
* ARTH 356, Global Modernisms in East Asian Art was approved for Suzie Kim.

All approvals are noted in the CIMS and effective in the fall semester.

***Assessment for WI outcomes is currently going on***

***Record-keeping for past WI classes***

* Our new CIMS will help us going forward, but we don’t have a central repository of what previously received blanket WI approval. Brenta wants to investigate developing a list of these past classes. Evie Sherlock is currently our source for this information.

***Final meeting date***

* We will meet with the newly elected member April 19 at 4 pm.

**The meeting adjourned at 4:49.**

**Addendum**

The committee approved via email BIOL 481, Research Design & Proposal Development in Biology, for all instructors effective in the fall; the approval is noted in the CIMS.