**Writing Intensive Committee**

**Meeting Minutes**

**November 14, 2022, at 3:00 pm**

**Zoom meeting**

**In Attendance**

Shumona Dasgupta, Pamela Grothe, Elizabeth Johnson-Young, Melissa Martinez

**Approval of Minutes**

The previous minutes had already been approved electronically.

**WI Transfer/Re-Evaluation Requests**

* 1. Ashley Ceron—Creative Writing
     1. Elizabeth will request additional information from the student to verify the page count. The materials provided looks promising, but the committee would like to double-check.
     2. The committee agreed to allow Elizabeth to check the file and she can decide and approve on behalf of the committee.
     3. **Not approved- additional information will be requested.**
  2. Connor Maloney
     1. MATH 207- The files suggest that the number of pages required and feedback components were met to classify the course as WI.
     2. **Approved**
     3. Religion- Also received consensus from the committee to suggest that it fits the objectives of a WI course.
     4. **Approved**
  3. Mason Perry-MKT 343 – There is information that mentions that there is writing going on, but the committee is uncertain about the writing and feedback process. The committee does not have sufficient information to approve the course as writing intensive.
     1. **Not approved** based on lack of information. Although there may be the adequate number of pages for the writing intensive component, Shumona and Elizabeth pointed out that the feedback process or peer-review component is missing in the syllabus to determine that it falls under WI.
  4. Taylor Nicholson-MAT 2032- There is a lack of information provided in the syllabus to suggest that it falls under WI.
     1. **Not approved**

**Review of Proposals**

* BIOL XXX: Neuroethology
  + **Approved**
* BIOL 472B: Research in Endocrinology
  + Objectives for writing intensive are missing. A recommendation will be made to add these objectives to the future syllabus.
  + **Approved**

**New Business**

* **Related to the transfer WI requests-** We should ask for additional clarification on the transfer credit form, which would facilitate the process.
  + We will note this as new business for the Spring 2023

**Reminders**

These minutes need to be approved via email as soon as possible for submission to the UFC.

**The meeting adjourned at 3:30pm.**