**Writing Intensive Committee**

**Meeting Minutes**

**Nov 13, 2023, 1pm**

**Zoom meeting**

**In Attendance**

Melissa Martinez, Laura Sipe, Jared McDonald, Amrita Dhar, Shumona Dasgupta, and Leah Schweitzer

**Transfer WI designation requests:** The Chair will communicate with the Registrar’s office that individual WI credit requests will only be dealt with during the regular committee meetings.

**DATA 219: Foundations of Data Science-** Some discussion commenced about the revision process and time provided to students for the revision. The syllabus needed more detail and clarification. The WI committee recommends that the WI assignments be well spaced through the semester with reasonable time provided to students for revision. **Contingent Approval** - **pending clarification**.

**JOUR 380: Practicum in Journalism-** The students are producing 9 pages of formal and 2 pages of informal writing. The proposed course does not meet the 12-page minimum requirement needed for a WI designation. WI course goals not stated on the syllabus. More details needed on the revision process. The committee has also asked for clarification around different roles that students would assume in the practicum class- will all the students be actively writing the same number of pages through the semester or will some students be mostly in editorial roles? Should all the students in class be getting the WI credit for the class? **Not Approved.**

**Next Meeting: 12pm, Feb 02, 2024**

**Meeting Adjourned**: 1:40pm.

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