**Writing Intensive Committee**

**Meeting Minutes**

**April 19, 2024, 12 pm**

**Zoom meeting**

**In Attendance**

Melissa Martinez, Laura Sipe, Jared McDonald, Amrita Dhar, Shumona Dasgupta, and Guan-Yi Leu

**Welcome new** **member**: The committee welcomes Guan-Yi Leu

The committee also thanks Amrita Dhar for her service

**Elections for chair** **and secretary positions:** Shumona Dasgupta is elected chair and Jared McDonald is elected secretary

**May Programming Idea**: Members of the WI committee interested in participating in the May 09 roundtable event should contact Elizabeth Johnson Young.

**JOUR 380** **(revised request): Not Approved**

The WI outcomes are not listed on the syllabus. There is a lack of clarity regarding the number of pages each student editor is writing. The WI committee has no clear guidelines on how to successfully access and evaluate collaborative writing.

**Transfer requests**

* **Engl 220**: (Cooper Reynolds): **Not Approved**
* **Engl 208**: (Cooper Reynolds): **Approved**
* **BHP 150**: (Emma Wappelhorst)**: Not Approved**

More information on the writing assignments is requested

* **BHP 100**: (Emma Wappelhorst)**: Not approved**

More information on how students received feedback on their writing is requested

**Meeting Adjourned**: 12:45pm.

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