

## Writing Curriculum Committee



**Minutes of October 2, 2019** **ARIZONA WESTERN COLLEGE**

**3:00-4:00 p.m. in SC 206**

<b>WCC REPRESENTATION</b>	<b>ROLE</b>	<b>NAME</b>	<b>In attendance</b>	<b>Term</b>
<b>Writing Program Administrator</b>	Chair	Sarah Snyder	Present	
<b>Faculty – WID Communications</b>	Member	Michael Miller	Present	
<b>Faculty – WID Career and Technical Education</b>	Member	Bertha Avila	Absent	
<b>Faculty – WID Modern Languages</b>	Member	Nancy Blitz	Present	
<b>Faculty – WID Behavioral Sciences (Exploratory AY 2019-2020)</b>	Member	Dubia Zaragoza	Present	
<b>Faculty – WID Social Sciences</b>	Member	Nik Byle	Present	
<b>Faculty – WID Natural Sciences</b>	Member,	Matthew Smith	Absent	
<b>Faculty – WID Math</b>	Member			
<b>Faculty – WID Fine Arts/Extended Campus</b>	Member			
<b>Faculty – WID Physical and Wellness Education</b>	Member			

<b>Faculty – WID Nursing</b>	Member	Emily Adams	Present	
<b>Faculty – WID Business and Computer Information Systems</b>	Member			
<b>Center for Instructional Excellence Director</b>	Ex-Officio	Joann Chang	Present	
<b>Division Chair of Communications</b>	Ex-Officio	Eric Lee	Present	
<b>Writing Center Coordinator</b>	Ex-Officio	Clayton Nichols	Present	
<b>Advising</b>	Ex-Officio	Lee Altman	Present	
<b>Assessment Director</b>	Ex-Officio	Elaine Groggett	Present	

Topic	Discussion	Action
A. Call to order	A. Meeting called to order by Sarah Snyder at 3:07 p.m. Matt Smith will replace Laura Alexander representing Natural Sciences. Emily Adams, representing Nursing, was introduced.	
B. Sub-committee Reports	<p>B.</p> <p>1. 2 WI Memorandum – Michael Miller gave summary of what was presented at the last meeting:</p> <ul style="list-style-type: none"> <li>• Reports from Registrar and Transfer Services indicated that only a small number of students are negatively impacted. Please see detailed discussion in previous minutes.</li> </ul> <p>A concern was brought up by a WI Faculty member who also teaches non-WI classes that the quality of student writing does not transfer over to the non-WI class. There seems to be an attitude in students that quality writing is not needed in non-WI classes. Do we need to return to the concept of Writing Across the Curriculum for students to feel that writing is indeed important in every class?</p>	<p>B.</p> <p>1. <b>Michael</b> will meet with Dr. Elliott-Nelson to confirm that students transferring in from an Arizona community college with an AGECEC from that institution will have that AGECEC recognized by AWC without having to take an additional WI class. We need this precedent in place before Dr. E-N retires next year.</p> <p>2. <b>This sub-committee</b> will meet to discuss this topic further.</p>

	<ol style="list-style-type: none"> <li>2. Campus-wide WI survey -- Sarah reported that the survey was developed and sent out to all WI Faculty.</li> <li>3. Spring Writing Institute (SWI) and WI Student Showcase – We are still looking for funding for a speaker. It’s possible that we will not have an outside speaker this year due to no money in the budget.</li> </ol>	
C. Agendas for the rest of the year	<p>C.</p> <ol style="list-style-type: none"> <li>1. Subcommittee 1 (Michael, Nancy, Lee, Sarah) are further investigating “What a WI course is”</li> <li>2. Subcommittee 2 (Clayton, Joann, Sarah) are planning the SWI for January 6, 2020</li> <li>3. Subcommittee 3 (Dubia, Nik, Sarah) are going to analyze the data from the campus writing survey.</li> </ol>	
D. Common Assignment Workshops	<p>D. There will be a 2-hour training session on November 1, 9:30 – 11:30 a.m. Volunteers who pilot the common assessment will receive a stipend of \$200. They need to attend the workshop and produce 15 artifacts from students by May 2019 to get the stipend. There is funding for 3 assistants from the WCC to also train and 10 WI instructors people to be trained.</p>	D. <b>Volunteers</b> are to reach out to Sarah.
E. Division Meeting Outreach Updates	<p>E. Lee Altman reached out to Nursing. As a result, Emily Adams is now on the committee representing Nursing. Dubia spoke at the Math Division meeting, but no new committee members stepped up. Eric met with Fine Arts, but due to their small numbers, there is still no one to represent that division.</p>	
F. New Business	<p>F.</p> <ol style="list-style-type: none"> <li>1. Election of secretary – Nancy Blitz was nominated, accepted, and unanimously voted as secretary.</li> <li>2. WPA C/E Self-study – an evaluator will visit our campus in February. There is an extensive self-study that needs to be compiled by late January for this visit. They may want to visit with our committee about WI during a visit in April of 2020. This will be the priority moving forward.</li> </ol>	<p>F.</p> <ol style="list-style-type: none"> <li>1. <b>M/S/C</b> to elect Nancy Blitz as secretary of this committee.</li> <li>2. Sarah will coordinate subcommittees to start writing the self-study.</li> </ol>

3. Meeting time proposal – a request was made by Matthew Smith, Natural Sciences committee representative to this committee, for us to meet before 11:00 a.m. since most science professors are teaching during our current meeting time.

Note: Science faculty voted to removed BIO 182 as WI after this academic year is finished because there are too many learning objectives with the addition of WI outcomes, Matthew Smith will no longer need to represent himself.

4. WI Outcomes in syllabi – not all of the WI course syllabi have WI outcomes included in them. This is simply an oversight. Inclusion on WI syllabi does not need to go through the Curriculum Committee for approval, but Curriculum needs to be advised of the moving of the WI information into all syllabi.

5. English Symposium as WI Training – It has come to the knowledge of the committee that the English Symposium is advertising as sufficing for WI Training. The committee had never approved this officially. In the past, there was only 1 opportunity per year at the Spring Writing Institute for WI instructors to get the required WI training to continue to teach WI classes, and a prior Writing Program Administrator gave unofficial credit for the Fall English Symposium to be a 2<sup>nd</sup> opportunity for those unable to attend the spring training. Now that the SWI is in the Spring Startup Week, and will be videotaped, there is no need to have this secondary training, and the trainings for WI will be vastly different than the content in the English Symposium.

This committee definitely supports the English Symposium and encourages all to attend, but it is NOT a platform for WI training.

6. Assessment feedback – Sarah reviewed the 2019 WI Assessment Report written by Dr. Edward White

3. **Committee** explored alternative times, but could not find a suitable time that accommodated as many schedules. The committee decided to keep current meeting time for this academic year. **Joann Chang** will ask the Science Division for a representative.

4, **M/S/C** to include WI outcomes in all syllabi. **Sarah and Elaine** will explore how to rectify this.

5.

**M/S/C** for the Spring Writing Institute to be considered the only recognized WI training.

	<p>enthusiastically supporting the common assessment tool that has been voted on and approved by the committee. She also shared the feedback given by the Social Science and Science areas with their rationale against use of a common assessment tool for WI courses. There was a lengthy discussion citing the need to revisit the outcomes, the need to be flexible as we approach the pilot. The question to be addressed is how can we move forward with this feedback. There is a serious need for a deeper conversation. However, we need to put out the call for volunteers for the pilot, and we need to have something already in place before a new VPLS arrives who could potentially impose an assessment on us. Dr. White's warning to us in startup week was "Assess yourselves lest assessment be done to you."</p>	
G. Adjournment	Meeting was adjourned at 4:12 p.m.	

Respectfully submitted,

Nancy T. Blitz, Secretary