

MINUTES OF THE WRITING COMPETENCY SUBCOMMITTEE
CALIFORNIA STATE UNIVERSITY, FRESNO
5240 North Jackson Avenue, M/S UC 43
Fresno, California 93740-8023
Office of the Academic Senate
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October 14, 2008

Members Present: I. Basurto (Chair), V. Crisco, E. Hughes, D. Nef.

Members Absent: K. Mountcastle (excused), K. Putirka (excused),
B. Sethuramasamyraja (excused).

The meeting was called to order at 1:20 a.m. in the University Center, Room #203.

1. Minutes. MSC to approve the Minutes of 11/8/2007.
2. Agenda. MSC to approve the Agenda as amended to show:
 - Add item #6. Action Item: Compliance with Writing Course Requirement Guidelines.
 - Add agenda item #7. Action Item: Research Presentation on Writing at the University.
 - Add agenda item #8. Action Item: Writing Across the Curriculum (WAC) Program.
3. Election of Chair.
 - MSC to elect Imelda Basurto as chair of the Writing Competency Committee.
4. New Meeting Time.
 - MSC to approve new meeting time:

Tuesday from 11:00 a.m. -12:00 p.m. The next two meetings will be on November 4th and November 18th, 2008.
5. Communications and Announcements.
 - a. The writing course requirements guidelines were approved by the Faculty Senate in April 2008. They were sent to the president on October 2, 2008.
 - b. D. Nef explained the "Summary Statistics for the Upper Division Writing Exam (UDWE) and Writing Course Options-Fall 2002-Fall

2007” created by Christina Leimer in the office of Institutional Research, Assessment, and Planning.

- c. Chair I. Basurto went over the charge of the committee for the new members.

6. Action Item: Compliance with Writing Course Requirement Guidelines.

The committee needs to send the Writing Course Requirement Guidelines, when approved, to faculty teaching writing courses and to department chairs. We will request syllabi to comply with the new guidelines in the spring. Faculty will need to send sample syllabi to the committee so we can determine if courses on campus are in compliance.

7. Action Item: Research Presentation on Writing at the University.

The committee will invite Christina Leimer to our next meeting to discuss her office’s research on Writing courses and the Upper Division Writing Exam (UDWE) and on the Collegiate Assessment of Academic Proficiency (CAAP) text results.

8. Action Item: Writing Across the Curriculum (WAC) Program.

This committee can recommend ways to start up a Writing Across the Curriculum program in tight budget years when hiring a full time WAC person is impossible. Dr. Magda Gilewicz, Director of the Writing Center, said she would be willing to work with faculty development.

MSC to adjourn (1:35 p.m.)

The next scheduled meeting of the Writing Competency Subcommittee will be November 4, 2008 at 11 a.m. in the University Center #203.

Agenda.

1. Approval of the Minutes of 10/14/08.
2. Approval of the Agenda.
3. Communications and Announcements.
4. Election of "Permanent" Chair.
5. Communications and Announcements.
6. Guest Speaker: Christina Leimer - Office of the Institutional Research
7. Business.
 - a. Writing Course Requirements