

MINUTES OF THE WRITING COMPETENCY SUBCOMMITTEE  
CALIFORNIA STATE UNIVERSITY, FRESNO  
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Fresno, California 93740-8027

Office of the Academic Senate  
Ext. 8-2743

May 5, 2017

Attending: V. Crisco (chair), M. Brady, J. Chen, D. Hart, J. Wahleithner

Visiting: T. McNamara

Missing: E. Hughes, K. Machoian

Ex-Officio: X. Fu

The meeting was called to order at 3:00 PM by chair Crisco in HML room 4150C.

I. Agenda Approved, Minutes from 4/21 approved.

II. New Business

A. WAC Three Year Plan

1. T. McNamara presented a 3-year plan for the Writing Across the Curriculum Program. Key features: 1) suggests an orientation for new lecturers / professors and a workshop for returning teachers. 2) Requests 2 course releases to do the work (as it took that much this last year). 3) Requests the need for a centralized space for writing program to collaborate and raise the profile. Motion to approve the WAC 3 year plan with suggested changes was unanimously supported.

B. EES 104W:

1. The committee made recommendations to revise this syllabus before approving it. The recommendations include 1) use the Custom Edition for Fresno State Handbook as that is the one students purchased in first-year writing, 2) add that students need to complete at least 56 units, 3) If students have to take this course as part of the major, that should be listed in the course description, 4) Rubrics should be specific for specific assignments, 5) The committee

wanted to know more about the workshops that were listed in the syllabus so that they could clearly be about peer review and application of previously taught content about writing, 6) we wanted the writing to be taught at the point of need in the schedule, 7) We wanted clarification as to when the drafts were due in the syllabus and when peer review happens, 8) we wanted to know when students will have their writing peer reviewed and when they will get instructor feedback. The committee agreed to review changes to this syllabus and approve it if it were sent before the end of the semester via email.

#### C. HHS 116W

1. The committee had some minor suggestions for revision for this syllabus: 1) include that students have to complete at least 56 units, 2) Are there too many assignments? Can some be combined? 3) Please include a more discipline specific rubric to evaluate the writing assignments, and 4) the page limits seem to strict for writing assignments. Maybe there could be a range so students would focus on the number of words or pages only. The committee allowed Chair Crisco to approve the syllabus with these changes.

MSC to adjourn at 4:00 PM

Next Meeting: September 1, 2017, 1-2 in