1. In attendance: Kim Lacey (chair of WACC and interim director of WAC Program), Marie B. McDaniel, Maria Diamantis, Karen Burke, Astrid Eich-Krohm, Steven J. Corbett (ex-officio) Elena Schmidt, Sanja Grubacic, Dorothy Vasquez-Levy

2. Electronic participation: Thomas Ferrucci, Patrick McBrine

3. Approval of January 19, 2012 minutes
   a. Minutes approved

4. Chair/Interim Director Update: K. Lacey
   a. Discussion about policy for revalidation of W-courses for the purposes of assessment
      i. Issue will be tabled until the Writing Across the Curriculum Program has a new director
      ii. The committee agreed that a re-validation process should have clear guidelines and outcomes

5. Discussion about the chair position
   a. The committee’s ideas regarding increasing the term of the WACC membership to 4 years were not approved at the UCF Steering Committee.
   b. The committee agreed that a new chair will be elected during the Spring semester in which the active chair will be finishing their term. This will allow for mentoring of the incoming chair. The committee members strongly believe that this is essential to the integrity of the committee and the program. Bylaws will be updated to reflect this.
   c. Two committee members expressed interest in running for chair and both can serve for one year

6. Assessment with guest Debby Carroll
   a. The Writing Across the Curriculum Director is responsible for the assessment of the program.
   b. Debby explained to the committee the history of the program’s assessment project
   c. One result of the assessment was that poor student outcome was connected to poor assignment descriptions by faculty
   d. Faculty responded very positively to workshops offered on the topic
   e. Another result showed that 100/200 level assignments show different goals and strategies than assignments for the 300/400 level courses
   f. Debby announced a conference at Quinnipiac University March 3 and asks for participation of committee members
   g. Discussion regarding the lack of a permanent director of WAC. Concerns of those involved with the current assessment of the program as well as committee members were discussed. Greatest concern is that assessment will be lacking and without assessment, outside funding opportunities will be lost. K. Lacey will discuss with Interim Provost Kennedy.

7. Writing Contest
   a. The committee agreed that this year’s contest will be dedicated to Nancy Marano to recognize her work on campus and on the Writing Across the Curriculum Committee

8. Proposal Review
   Course: HIS-307 W: Nineteenth Century Europe
   Faculty: Polly Beals
   Decision: Approved (8-0-0)

   Course: PSY 431 W: Test and Measurements
   Faculty: Traci G. Hodes
   Decision: Remains tabled. Faculty member has been contacted because of missing paperwork

9. Adjournment 10:45
Respectfully submitted by Astrid Eich-Krohm

Motion to UCF to approve the following course as Writing Intensive:

**Course:** HIS-307 W: Nineteenth Century Europe  
**Faculty:** Polly Beals