Southern Connecticut State University  
Writing Across the Curriculum Committee  

Meeting Minutes  
September 19, 2013  

Present: G. McVerry, M. McDaniel, E. Schmitt, D. Carroll, K. Lacey  
Electronic votes: D. Flynn, P. McBrine, K. Burke  
Electronic participation non-voting: T. Ferrucci  

1. Announcements – None  

2. Proposal Submission Deadlines– In order to be considered for review, proposals must be submitted by the Friday prior to the following Thursday’s meetings. This will be posted on the website. All present in agreement.  

3. Motion by G. McVerry to have on-campus committee meetings one time per month (third Thursday) and an on-line meeting one time per month (first Thursday) of the month. Second by W. Hockman 5-0-0  

4. Proposal Review  
   a. BIO 420 – Plant Physiology – Rebecca Silady – approved 7-0-0  
   b. HIS 235 – The Holocaust – Troy Paddock – approved pending submission of clarifications to WACC Chairperson 6-0-1  

Old Business  

1. By-Laws – Will review again this year for possible revisions  

2. Writing Portfolios  
   a. Discussion regarding the requirement for a portfolio for all students entering the University as Freshman  
   b. What would be done with this? This would need to be clarified  
   c. How would they be assessed?  
   d. Who is the gatekeeper? LEP or WAC Program?  
   e. Some programs are doing them in majors would we then require this again?  
   f. What about transfer students?  
   g. How can students learn from this?  
   h. Software issues?  
   i. Consider working with majors to increase the use of portfolio with in the major. WACC to be a resource and provide workshops to facilitate the development of portfolios
3. Caps in Writing Courses
   a. There will not be a decrease in caps; rather there is an interest by the Administration to increase the caps.
   b. Committee will be proactive in gathering data to support smaller class size

4. Faculty Development Topics for W-Courses
   a. Short and informal writing
   b. Progressive writing assignment
   c. Responding to student writing
   d. Developing rubrics for student writing
   e. Consider going to departments rather than have programs during the community hours – as problems with the success of these

5. Transferring of W-Courses
   a. They are accepted from UCONN and Quinnipiac
   b. ENG 112 is not acceptable as a W, as it is a prerequisite for a W-Course

Future Business

   Freshman writing contest
   Should we configure the writing contest differently?

Adjourn 10:50

Respectfully Submitted,

K. Lacey/WACC Secretary