

# Writing Curriculum Committee Meeting Minutes

Wednesday, September 4th, 2019

Called to order at 3:08 p.m. in SC 206



**ARIZONA WESTERN COLLEGE**

<b>WCC REPRESENTATION</b>	<b>ROLE</b>	<b>NAME</b>	<b>In attendance</b>	<b>Term Ends</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	Present	
<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,			
<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			
<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	Excused Jury Duty	

**Guests:**

**Old Business**

1. Election of Outreach/Social Media Coordinator position .
  - a. Dubia Zaragoza was nominated and unanimously voted to be the Outreach/Social Media Coordinator

2. Sub-Committee Reports

- a. A brief Survey was created in Qualtrics by Sarah and presented for the committee to review. It was based on the input of Dr. Ed White, the writing consultant who was with us during Start-up Week. The link is

[https://azwestern.co1.qualtrics.com/jfe/form/SV\\_9sLO18xm0JyiLL](https://azwestern.co1.qualtrics.com/jfe/form/SV_9sLO18xm0JyiLL)

for the proposed survey. Sarah asked for members to give their feedback ASAP so that the survey can go out to all full time and part time faculty. It includes questions about how faculty use writing in their classes and if they are satisfied with the quality of writing that students are currently producing. Feedback given in the meeting included to add a question about whether faculty were full time or part time, and editing the CTE name.

- b. Revisiting requirements for WCC courses and instructors (Nancy, Michael, Lee, Laura) – Michael Miller gave an update on the committee’s correspondence with Nicole Harral (Registrar) and Martha Cordova (Transfer Services) on the number of transfer students experiencing negative effects from AWC’s current requirement for 2 WI classes for the AGECEC when all other community colleges across Arizona require only one.

The numbers of transfer students coming from other institutions who were negatively affected was quite low: 2 students who had conferred AGECECs from another institution; 4 students denied graduation in Spring 2019 for missing WI requirement (and perhaps other classes); 6 associates-associates-in-passing (also sometimes called “reverse transfer”; students who are taking classes from the UofA, not actively looking to transfer back) who were missing just the WI requirement.

It is the recommendation of this subcommittee that any student who transfers from another Arizona Community College that has already granted that student the AGECEC based on that institution’s AGECEC requirements not have their AGECEC invalidated by AWC. Michael will speak with VPLS Linda Elliott-Nelson to convey this recommendation. There was discussion about AWC accepting other institutions’ WI courses. Eric feels that the approval should lie with the Division Chairs after reviewing the transferring institutions’ syllabi for any course in question. Michael’s subcommittee will write up the solution to these issues and present the document for our perusal at the October meeting.

- c. SWI Planning (Joann, Clayton, Sarah, Eric)
  - i. Monday, Jan 6, 2020 is the tentative date. Eric needs to talk to Linda about transferring funds to be able to pay a speaker for the Institute as there is currently no specific funding earmarked. There was a desire expressed about finding a speaker who could address the reflective piece we want to institute as our standardized final artifact in all AWC WI courses. The intent of the reflective piece is to bring to a conscious level

on the part of the WI students how to transfer writing skills in that content area to their overall writing skills in other content areas.

- ii. Reflection Awards? Student showcase?
  1. Eric would like to establish an award for student writers as we had in the past either through the Student Showcase or through another platform. We would possibly be able to initiate these awards in the spring semester.
  2. Eric – “What’s Your Why? WI !!”
- d. Collection and assessment of artifacts – Artifacts for Fall 2019 and Spring 2020 will be collected this year and assessed in Fall 2020.

### **New Business**

1. With the resignation of Laura Alexander from the WCC Committee, Nancy Blitz volunteered to step in as Secretary. The Secretary Election will be held in the October meeting.
2. Volunteers for Division Meeting Outreach – We are missing representatives from several Divisions on the WCC. The following members will go to Division meetings to let them know we need a representative from their Division:
  - e. Fine Arts (2<sup>nd</sup> Tuesday of the Month, 8AM) -- Eric Lee
  - f. Mathematics (2<sup>nd</sup> Wednesday, 12:20-1:20PM) -- Dubia Zaragoza
  - g. Wellness and Physical Education (TBD) – Bertha Avila
  - h. Nursing (Wednesdays at 2PM; LR-250) -- Lee Altman
3. Feedback from Assessment Day – Sarah thanked everyone for the feedback received and asked committee members to continue sending her feedback via email.
4. Stipends for WI assessment piloting – \$200 will be paid to 10 WI faculty this year who participate in piloting the new assessment plan. Faculty will be required to come to a 2-hour training session with WCC members and upon receipt of at least 15 artifacts,

### **Announcements**

1. WI will have some free branded notepads!

Next meeting is October 2, 2019 from 3 to 4 p.m. Meeting was adjourned at 3:57 p.m.

Respectfully submitted,

Nancy T. Blitz, Secretary