

Writing Subcommittee

Monday, March 3, 2025

10-11:30am on Zoom

<https://csueb.zoom.us/j/87929421917?pwd=W2JBGXlujxSowV3FUOM0Jc4cl5h5jb.1>

Meeting ID: 879 2942 1917

Passcode: 550421

Agenda

1. We read the [Land acknowledgement](#) (short version)
2. Secretary appointment
3. Approval of the agenda: all in favor
4. Approval of the [2/3/25](#) minutes: all in favor
5. Subcommittee updates
 - a. COMM 404W/UWR proposal withdrawn because of the recent changes in the departments
2. Proposal review using the **Decision sheet**
 - a. **Second Composition Proposals** [\[review rubric\]](#)
None at this time

- b. **University Writing Requirement Proposals** [\[review rubric\]](#)

None at this time

[Update CIC P&P for WS](#) : We discussed the following updates to WS membership and responsibilities:

1. The scaa director name was kept as it was; we discussed to add the option of a designee for the SCAA director in WS membership
2. Remove the College of Education and Allied Studies (CEAS) representative from the WS membership since CEAS will be disbanded at the end of AY 2024-25. The committee proposed to have an education person as invited according to the meeting.
3. Add one College of Health (CoH) representative to the WS membership since CoH will begin operations in AY 2025-26.
4. Add one School of Education (SoE) representative to the WS membership in order to better represent constituents in the reorganized College of Letters, Arts, and Social Sciences.
5. Add review of the writing components of the new GE Area 1B (Critical Thinking and Composition) to the WS responsibilities.
6. Changes were proposed to Article V Section 2 Subcommittee on Writing and discussed which representatives to have in the committee.
 1. We voted and accepted unanimously to what pertaining to the University Writing Requirement, second composition, and the writing components of GE Area 1B (Critical Thinking and Composition)
 - a. GVAR policy revision
 - . [\[GVAR policy with suggested edits\]](#): We proposed to leave the recertification every five year from the first pilot. The communication and faculty development plans were changed because there are more trainings available open now that require to consult on canvas and with the director Katie Bramlett.
 - i. We left the language as open as possible considering the changes of schedules in the coming semesters but we tried to keep faith to the need

to provide guidance for teachers. As practical way to operate, we thought about providing resources and contacts to those teaching W2 courses. We proposed to reach faculty chairs via emails to invite those teaching W2 courses to open planning sessions from April to May, those are not mandatory but must reach anyone involved in W2 courses.

- a. Writing Subcommittee [Canvas site](#) and [webpage](#): literacy information have been added on canvas
- a. [Promising practices log](#)

Remaining WS meetings: March 17, April 7, 2025