

Writing Skills Subcommittee Meeting

Friday, February 9, 2024 (rescheduled from Monday, January 22, 2024 and Monday, February 5, 2024)

1:30-2:30pm on Zoom

Meeting minutes

Present: Yi He, Jeff Newcomb, Maureen Scharberg, Sarah Nielsen, Sara Schupack, Nancy White

Guest: Monique Manopoulos

Absent: Katie Bramlett, Barbara Hall, Margaret Rustick

1. Maureen and Sarah took notes. [[sign up sheet](#)]
Maureen did the initial meeting notes.
2. Approval of the agenda: We did not do this.
3. Approval of the minutes: We did not do this. We will have two sets of minutes to approve at our next meeting.
4. Proposal review

a. **University Writing Requirement Proposals** [[review rubric](#)]

MLL - 326W - Sexuality and Feminism in Francophone Literature and Cinema

[Curriculum Proposal](#)

[Syllabus](#) (revised)

MLL - 422W - LGBTQ Francophone Cinema

[Curriculum Proposal](#)

[Syllabus](#) (revised)

Monique Manopoulos discussed MLL 326W and MLL 422W with the committee. Both courses are three units. She noted how she adapts to the needs of her students, especially in giving careful feedback and helping them with their writing. Monique elaborated further on her handouts and scaffolded writing assignments, noting essays, textual analysis, and theory. We did have a nice discussion on peer review as well as providing opportunities for students to gain writing skills. Both MLL 326W and MLL 422W were provisionally approved, pending minor revisions to the syllabi.

M: Jeff, S: Maureen/unanimous consent.

We requested that Monique revise these two syllabi to be more explicit on the scaffolding of major writing assignments through shorter practice pieces in these courses, especially with opportunities for students to improve their writing through peer review and writing conferences with the instructor.

PHIL - 361W - "Know Thyself": The Birth of Philosophy

[Curriculog Proposal](#)

[Syllabus](#)

[Updated syllabus](#)

PHIL - 362W - "I Think Therefore I Am": Rationalism, Irrationalism, and Beyond

[Curriculog Proposal](#)

[Syllabus](#)

[Updated syllabus](#)

PHIL - 313W - Philosophy of Business and Professional Ethics

[Curriculog Proposal](#)

[Syllabus](#)

Although updated syllabi were submitted for PHIL 361W and PHIL 362W, both syllabi lacked UWR outcome, at least two multi draft assignments as required by the GWR policy, and explicit writing instruction. The committee noted that there was some improvement (e.g., adding explicit writing process steps to the course schedule, low-stakes writing with different audiences), but not significant enough for the committee to pass both proposals. The committee encouraged the department to connect with the WAC director as they revise the proposals for next year.

In discussing PHIL 313W, the committee noted previously discussed issues regarding PHIL's proposals. These issues were lack of direct instruction in writing, need for more clarity about feedback during the drafting process, and no variation in target audience for assignments.

All three proposals were rejected and will be encouraged to resubmit in Fall 2024.

M: Nancy, S: Sarah S./unanimous rejection (request resubmission for Fall 2024).

We recommended the following:

1. Meet with WAC Coordinator Katie Bramlett to discuss infusing WAC principles into the course syllabi.

2. Participate in faculty development offered for the development of W classes and WAC more generally.

ENGL - 390W - Occam's Razor Literary Magazine Intensive

[Curriculum Proposal](#)

[Syllabus SP 24](#)

[Syllabus FA 24](#)

We discussed this proposal, but there were a lot of questions especially if the writing is mostly focused on editing, especially given the various student roles. It was unclear how the writing assignments would be consistent for students throughout the course. There were also concerns about the repeatability of the course, especially once a student completed for UWR.

For our next meeting, we suggest inviting the instructors to our meeting to further discuss how the proposal might be revised for next year.

M: Nancy, S: Maureen/unanimous rejection.

5. Discussion and updates on the [Update to EO 665](#) (PDF version)
[\[Google Doc version\]](#)

[Letter to CIC regarding EO 665 Update from Mitch Watnik](#)

We discussed this letter and then voted.

M: Nancy, S: Jeff/unanimous consent