

MINUTES OF THE WRITING COMPETENCY SUBCOMMITTEE
CALIFORNIA STATE UNIVERSITY, FRESNO
5240 North Jackson Avenue, M/S UC 43
Fresno, California 93740-8023
Office of the Academic Senate
Ext. 8-2743 Fax: 278-5745

November 18, 2008

Members Present: I. Basurto (Chair), V. Crisco, E. Hughes, D. Nef.
K. Putirka, S. Sivek.

Members Absent: K. Mountcastle (excused),
B. Sethuramasamyraja (excused).

Visitors: C. Leimer – Director of Institutional Research,
Assessment and Planning.

The meeting was called to order at 11:00 a.m. in the University Center, Room #203.

1. Minutes. MSC to approve the Minutes of 10/14/2008.

2. Agenda. MSC to approve the Agenda as distributed.

3. Communications and Announcements.

None.

4. Election of a Permanent Chair.

MSC to elect Keith Putirka as Chair of the Writing Competency Subcommittee.

5. Institutional Research, Assessment and Planning – C. Leimer.

C. Leimer reviewed the content of the study done by the office of Institutional Research, Assessment and Planning.

6. Business - Writing Course Requirements.

a. C. Leimer to send the Upper Division Writing Exam (UDWE) report to all faculty.

b. D. Nef to inquire about giving the UDWE to students enrolled in the W courses.

c. MSC to approve changing HIST 100 Historical Research and Writing to a W course.

- d. MSC to review course syllabi in the Spring to determine if courses are in compliance with the Writing Course requirement guidelines.

MSC to adjourn at 12:00 p.m.

The next scheduled meeting of the Writing Competency Subcommittee will be on Tuesday, February 3, 2009 @ 10:00 a.m. in the University Center #203.

Agenda.

1. Approval of the Minutes of 11/18/2008.
2. Approval of the Agenda.
3. Communications and Announcements.
4. Child & Family Sciences #134 W.
5. Registration Hold for UDWE (GWAR) –Discussion.