

WRITING AND READING SUB-COMMITTEE
MINUTES OF THE MEETING OF MARCH 14, 2018

Approved: [date]

CALL TO ORDER:

The Chair called the meeting to order at 10:35 am.

OPEN FORUM: Open Forum: Marcy – anticipating using Spring Break to develop marketing for University Journal

ROLL CALL:

Roll was taken.

- a. COWAN, GENI Graduate & Professional Studies EDU At-Large Sp. 2020 - absent
- b. FRANKENBACH, CHANTAL Music A&L At-Large Sp. 2019
- c. FURTAK-NGUYEN, SHARON Psychology SSIS At-Large Sp. 2018
- d. KELLY, KATHERINE Nursing HHS At-Large Sp. 2018
- e. MERRILL, MARCY Teaching Credentials EDU At-Large Sp. 2018
- f. MORSE-FITCH, CHRISTINE Criminal Justice HHS At-Large Sp. 2020
- g. STARK, HARVEY Humanities & Religious Studies A&L At-Large Sp. 2019 VACANT (SABBATICAL FALL 2017)

GUESTS: none

APPROVAL OF THE AGENDA: Motion to approve: Morse-Fitch/ Kelly - Unanimous

APPROVAL OF THE MINUTES OF FEBRUARY 28, 2018: Kelly/ Frankenbach, unanimous and Feb 14 (Furtak/Kelly) unanimous

OLD BUSINESS:

1.0 Ideas about Journal (left from Feb 28):Should we encourage all Writing Intensive Course Faculty to load the University Journal into their course website. This might encourage students to submit writings and faculty to promote student writing. Consider lines of communication for Writing Intensive Faculty. Undergraduate and Graduate Deans. Could the University Journal be part of the Getting Started Module in Canvas. Suggestion: GVAR coordinator could use lines of communication to form a networking group for WI faculty and provide access to the University Journal.

2.0 Proposal for conference and grant work plan, tasks, and timeline-what can we do now?

3.0 Follow ups:

- a. Kitty regarding rubric movement- Scheduled to be presented to Curriculum Policies Committee as first reading on March 6 – Passed through Curriculum with no need for policy to be attached. Will now go to Senate Exec for placement on the Consent Calendar for the Faculty Senate. Chantal – will email Amy Liu (Program Assessment) with Writing Rubric



SACRAMENTO STATE

Faculty Senate

- b. English writing policy - deferred
- c. What happened at meeting with Sac City College and Sac City Schools Partnership Marcy and Hogan attended. Well received for the University Journal and the Writing rubric. Discussions ensued regarding the impact to students in the community college system and at what level on the rubric students should enter the University.

4.0 University courses that are writing intensive: Discussion of a process by which to learn more about WI courses. We need the list of WI courses for the Undergraduate disciplines to review in this meeting as we discuss the issues below. Discussion ensued regarding how oversight is provided for the WI courses. Are all faculty complying with the mandates of WI course criteria?

4.1 Issues: review of writing intensive course.

4.2 Use of rubrics

4.3 Workshops - Facilitating a culture of writing on campus. Where does a writing intensive fit with the rest of the experiences the students have gotten. Do we want to do a follow up with our learning community from last semester. Workshops in the future? What kind of professional learning do we want to do? Each department to send one faculty from WI course and one chair/dean/assessment coordinator to equal a total of 2 people.

5.0 New Business:

5.1 Lassen Hall open house: Do we want to have a table or booth? Date is April 28. Show support for writing and reading, display resources. Just the morning hours. Follow up with Ti and Hogan on this.

5.2 Next meeting: referral from Chevelle Newsome: A campus project team working together to integrate the catalog and streamline curriculum workflow. Writing Intensive online course (CourseLeaf) approval, Wednesday April 11 time certain 10:40 (Todd or Stephanie)

5.3 Call for submissions to the University Journal for 2018: Reviewed a newly rewritten invite.

Meeting adjourned 11:40

ADJOURNMENT: The meeting was adjourned at: [Insert time]