**Fall 2018 WAC Committee Meeting #1  
Friday, September 7, 2018, 2:30 – 4:00**

Because this is a shorter meeting and because we are eager to move forward with operationalizing the program’s sustainability indicators, the majority of the discussion focused on revising the shared Google Document for WAC’s Mission Statement.

**The WAC committee welcomed standing member Fred Bloetscher as the new committee chairperson.**

**General announcements:**

This year’s re-certification department is English, which means there will be a large volume of syllabi per person to review. **Julianne Zvolensky (JCZ)** is in the process of collecting syllabi right now. To make things more manageable, we are only collecting syllabi from the 2018 calendar year, not all the syllabi for WAC courses that a faculty might have taught since the last review three years ago. Once she has all the syllabi, she will follow up with procedures for review and set deadlines for feedback.

**Jeff Galin (JG)** gave the committee a general update with the status of the WEC program and the new Writing Fellows program that will be piloted this term.

**JCZ** was not in the room to take notes on any of the updates; she was preparing copies of the EDF 2085 syllabus for the committee to review/approve.

**JG reviewed some of the background documents/support material in the shared FAU WAC google folder to re-orient the committee to the WAC program self-study of its sustainability indicators.** Specifically, he showed some of the mock program data and how the data is graphed in relation to the program’s “bands of equilibrium.” Our goal this semester is to determine what the “band of equilibrium” is for each of our desired sustainability indicators.

* The whole purpose of the sustainability indicators (SIs) is to track annual and semi-annual information for the program. Overtime, this will help show whether our program in its current state is sustainable or not.
* All of the SIs that we have currently developed will need to be converted into a scale of 1-5 to be graphed in relation to the bands of equilibrium. Anything that is graphed at above or below the upper or lower band of equilibrium means that item is not sustainable.

**The committee spent the rest of the meeting discussing the SIs for Goal 1: Support the Teaching of Writing (faculty training). It was determined that for some of the SIs, WAC would need to develop a survey for faculty in order to get data to track.**

After the meeting time was over, **JG** asked if a few folks could stay to review the EDF 2085 syllabus for initial WAC approval.

* The review noted that:
  + The syllabus needed to update old OSD language to SAS (non-WAC)
  + WAC: Syllabus schedule: It was not clear what is being discussed on the class days listed in the schedule. i.e. Whether the writing days were discussions about effective writing or simply workshops where the students spent time in class writing.
  + WAC: Instructor feedback: It was unclear how feedback would be provided on drafts beyond the student’s outline.
* **The committee voted that the syllabus be approved pending revisions. JCZ summarized the feedback for the faculty member who made revisions. Ultimately, the syllabus was approved.**