**WAC Committee Meeting Minutes
Friday, August 28, 2015 1:00 p.m. – 3:00 p.m.**

**Present:** Dan Murtaugh, Julia Mason, Fred Bloetscher, Jeff Galin, Julianne Curran
**Absent:** Allen Smith, Joe Su, Rachel Luria

**updates on WEC**

**1. JG** thanked the Committee for feedback on the **Languages, Linguistics, & Comparative Literatures WEC narrative.** The department and liaison did a great job developing this. **New update Sept. 4th**: **JG** and **JC** followed up briefly with the LLCL dept. chair to brainstorm a list of priorities so LLCL can begin implementing their plan.

**2.** After LLCL’s proposal was approved, **JG** and **Dean Pratt** decided that future WEC initiatives will be funded out of the *next* year’s budget to eliminate end-of-term pressure in transferring funds.

**3.** The **Ocean & Mechanical Engineering WEC** process is still in survey/data collection phase. They have a deadline of Friday, September 4th (next week) to gather more responses. **New Update Sept 11th**: OME’s survey responses did not increase as much as we had hoped, but the chair/liaison feels there’s enough information to proceed, so we will. **JC** will begin to review the data. **JG** will contact chair to set up a meeting to schedule/plan subsequent meetings.

**Assessment process**

**1.** Since the funds for OME’s WEC will be paid out of next year’s budget, we’re going to use a substantial portion of this year’s WAC budget **to have the WAC Assessment interface/website re-built**. The current website had been affected by management problems and flaws in its data. Hopefully, the new website will be able to do some of the data processing as well, which will eliminate some of the procedures of our administrative assistant.

**2. JG** reviewed last year’s assessment results with the committee. He **intends to meet with department chairs about their relevant results**. **JG** would like for each department to identify which traits of the assessment are most valuable to them and set benchmarks for improvement. In the future, perhaps WAC assessment can present data of fully-online delivery vs. face-to-face assessment results. **JG** and **JC** need to review the data to check for accuracy before making appointments.

**Re-certification process**

**1.** English Department is under review, which has a large number of courses and instructors. **JC** will send syllabi for re-approval in larger batches of 10 – 12 syllabi per round. She will also try to keep all syllabi in each batch of the same level (1000 or 2000+).

**2.** Regarding **Comparative Studies PhD students teaching LIT 2010** courses for English, the committee decided to **include these in English’s re-certification** collection and review. It was also determined that these GTAs should be required to participate in the WAC faculty training seminar.

**Student Writing Expo / National Day on Writing**

**1.** WAC is partnering with OURI and the Library to collect data on and recognize students who’ve had their work published in the 2014-15 academic year and are making it part of NDOW. We’re calling it the **Student Writing Expo**. An event is scheduled in the union’s Grand Palm room from 3:30 – 5:00. We’ve invited the Provost and Dean Pratt to say a few words and acknowledge the students.

**2.** **JM and FB** suggested offering some kind of student incentive, like an award/certificate. **New** **Update Sept. 11th:** we got the “OK” to make a “Provost Recognition Certificate” for this.

**3.** **New** **Update Sept. 11th:** The **website** for the Expo will launch next week **pending JG/Dean review**. It will feature an **FAQ** page about the event and supporting links to various style guides to help format citations and/or abstracts. Students can also elect to have their work included in the FAU Institutional Repository to help distribute/promote their work.

**4.** NDOW will still partner with English to host and evening reading. Fiction writer Chantel Acevedo from the University of Miami’s MFA faculty will present. Her website: <http://www.chantelacevedo.com/>

**5.** Daytime activities on Breezeway/SO Rotunda will take place pending a coordinator.

**Fully-online delivery courses and WAC**

**1.** A faculty member reached out to find out if there are additional criteria for existing WAC courses that are converted to fully-online delivery. **JG** thinks that in theory, the course and criteria are the same regardless of delivery. **The committee members present concurred**. **FB** commented that activities like Peer Review might be complicated to conduct, but this could be worked out.

**2.** As mention with the Assessment, over time perhaps we can look to results data to see if there are significant differences between online and face-to-face versions of the same course.

**TA training mandate**

**1.** WAC has visited this subject several times in the recent past. We found a Spring 2015 draft of a letter to the UUPC regarding a required department-supported TA training program, but it was never sent.

**2.** The committee members present discussed what kind of purview, if any, WAC had in this arena, particularly in the case of GTAs participating somehow in teaching writing in non-WAC classes. The committee agreed that it probably wasn’t appropriate for WAC to make recommendations for non-WAC classes, even in the best interests of TAs.

**3. JG** proposed developing a survey to GTAs to determine how much support they’ve gotten or feel they need, the results of which could be reported to their departments and/or the Graduate College. Or perhaps contact some interested departments about piloting a training. **But if there is no interest, then WAC will move on from this initiative.**

**Future discussion topics**

What can WAC do to support/recognize faculty writing?

**Next meeting**

**~~Friday, September 25~~~~th~~~~, 1:00 – 3:00 p.m. GS 214 B~~  🡨 postponed**

**Friday, October 23rd, 1:00-3:00 p.m. GS 214B**