

## Meeting of the University Writing Committee—Agenda

May 15, 2015

1:00-2:15pm

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**Members in attendance:** Alice Cheung, Herman Fong, Kate Freedman, Travis Grandy (Minutes), Haivan Hoang Dani Kodess, Deb McCutchen, Dina Navon, Michelle Trim,

Meeting called to order at 1:10pm

### I. Review of the Minutes from April 17, 2015

Approved without objection.

### II. CW Pre-Req Policy for Admissions/Transfer

**Discussion:** The committee proposed to have CW be a required prerequisite for JYW so that students will take it in sequence. Haivan read from an email from Transfer admissions, which posed a question about how which transfer classes will be counted as JYW. The Transfer office asked whether the committee wanted exempting transfer students from the requirement, exempting courses taken prior to UMass, or having no equivalencies in the system so students have to take the course here. Michelle asked if UPDs have standard courses that are accepted. Alice mentioned that this is a different question, because it's about requiring 112 for all students before they take JYW--we should not be exempting students from fulfilling the additional JYW requirement. Haivan mentioned that we wanted to discourage departments from sending students to courses that don't meet our requirements. In the policy we mentioned that UPDs can submit exception requests to us. If the transferring is automated, we could also run into issues where courses have similar content but aren't actually JYW.

**Decision:** Tabled until we can have a full course list of all JYW courses, at the completion of the QQ Review.

### III. Discussion of Sen. Doc. No. 82-057

- a. "Special Report of the Academic Matters Council Concerning a University Writing Program"

[http://www.umass.edu/senate/fs\\_docs/SEN\\_DOC\\_NO\\_82-057\\_WRITING\\_PROG.pdf](http://www.umass.edu/senate/fs_docs/SEN_DOC_NO_82-057_WRITING_PROG.pdf)

Haivan provided an overview of the JYW funding structure, how this is based on enrollment, and suggested the document be updated to reflect 20-25 student enrollment. Sections that could be updated to reflect structural changes, including placement practices, and good assessment standards within composition studies. Section 3, revising the language to explain the role of the UWC in supporting departments in developing curricula; this could also be a place to argue there isn't sufficient staff to support faculty and the levels that are needed. Perhaps adding the library to "auxiliary instruction" as a recommendation. For the content of JYW classes, we could be more specific about the kinds of things required by the UWC in QQ reviews. For supporting ESL or ELL writers, reviewing the language of how the WP supports multilingual writers. Right now the WP and the ESL program are separate academic units that report individually to the Provost. For a description of college writing, writing a summary/spirit/rationale of the expectations. Additionally, to mention class size including

recommended caps for online courses. Recommendations for instructor course load and number of students per semester, service, and professional development.

**IV. Update on Courses with Contingent Approvals**

Haivan and Deb summarized the status of the following courses. Departments responded to our initial emails and their responses were satisfactory so there was nothing to bring to the committee.

- a. Theater 321
- b. Biology 312
- c. Chem 391A
- d. History 450 (Currently listed as 594J)
- e. Math 370

**V. Summary of 2014-2015 QQ Approvals**

Travis provided a brief summary.

**VI. Summary of 2015-2016 QQ Reviews**

Travis provided a brief summary.

**VII. Fall 2015 Workshop Planning**

Tabled to next meeting.