

# Meeting of the University Writing Committee—Minutes

November 20, 2015

1:00-2:15pm

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Members in attendance: Faune Albert, Alice Cheung, Rebecca Dingo, Judy Goodenough, Travis Grandy (Minutes), Rebecca Lorimer Leonard (Interim Chair), Elise Martorano, Deb McCutchen, Dina Navon, Michelle Trim

Called to order at 1:05 PM.

- I. **Review of the Minutes from Oct. 23, 2015**  
Approved without amendment.
- II. **Summary of Fall Semester JYW Workshops**  
Travis Grandy summarized the two workshops that the UWC sponsored during November. The first was “Supporting Multilingual Students in Writing Intensive Courses” which was attended by 9 people and was facilitated by Anne Bello and Travis Grandy. The second workshop was “Designing and Sequencing Writing Assignments” which had approximately 20 attendees and included Michelle Trim (Computer Science), Reed Mangels (Nutrition), and David Fleming (English).
- III. **JYWP QQ Reviews**
  - a. [#2095 POLISCI 399J - Interpretation & Analysis in Political Science](#)
    - i. **Discussion:** Reviewer 1 noticed some inconsistencies between syllabi, but some were missing assignment descriptions and page numbers. Reviewer 3, felt the syllabi were all different, some syllabi did not mention the JYW requirement. In terms of assignments, the Stein syllabus is missing page counts. These assignments are described in more detail on the Brault/Stoddard. Reviewer 1 noted that the responses to the questionnaire form address the requirements. The committee discussed how it could be helpful for the department to draft guidelines to ensure more consistency across multiple sections. Reviewer 3 wanted more information about assignments and description of consistency. The committee debated whether this would count as a contingent approval for page number, department guidelines, and JYW requirement.
    - ii. **Decision:** Contingent approval with follow-up asking for page numbers, department guidelines, and JYW requirement.
  - b. [#2103 JOURNAL 300 - Newswriting and Reporting](#)
    - i. **Discussion:** Reviewer 3 felt it generally met the expectations although not all syllabi include the JYW requirement, and not all syllabi stress feedback and revision. Reviewer 3 also thought that the class includes some career development elements. Reviewer 1 thought it was okay, although there was not enough consistency across syllabi. The form does include information about drafting, feedback, and revision.
    - ii. **Decision:** Approved with follow-up about consistency between sections.
  - c. [#2138 NURSING 317 - Writing in Nursing Ethics](#)
    - i. **Discussion:** Reviewer 1 thought it was a strong proposal, and use guidelines from professional associations, but noted that the JYW requirement is not noted on the syllabus. Reviewer 3 thought the page count and student number is high, but they are divided into discussion sections. Reviewer 2 thought it was strong for information literacy and career development.
    - ii. **Decision:** Approved with a reminder to add JYW requirement to the syllabus.
  - d. [#2239 COMM 375 - Writing As Communication](#)
    - i. **Discussion:** Reviewer 1 would have like more description of the assignments on the syllabus if possible. The proposal does describe peer review and feedback.
    - ii. **Decision:** Approved.

- e. [#2210 BIOCHEM 491H - Sem-Senior Honors Seminar / #2209 BIOCHEM 526 - General Biochemistry Lab for Majors](#)
  - i. **Discussion:** Reviewer 1 summarized comments and mentioned that the forms did not reflect having a writing handbook. Alice Cheung provided some background about transitions in the department and the current structure of the course. She explained the connections between the two courses and how they address the requirements. Committee members mentioned linking to style guide. Another alternative would be referencing the *Easy Writer* which is the currently assigned handbook in College Writing. The UWC can also send members to faculty meetings to help with planning and figuring out the structure of the course. Committee members discussed that administratively it might be a challenge to have the credits distributed.
  - ii. **Decision: Approval contingent** on specifying a style guide and clarifying the credit distribution. Feedback to department with specific suggestions for style guide resources (such as Purdue OWL), and a follow-up discussion about how writing is distributed across the sections. Alice Cheung abstaining.
- f. [#2092 SCH-MGMT 310 - Management Communications](#)

No reviews submitted

  - i. **Discussion:**
  - ii. **Decision:** Tabled until 12/11

*Meeting adjourned at 1:50 pm.*

**Next meeting will be on December 11<sup>th</sup> in Bartlett 316.**