

Writing Across the Curriculum Committee

March 25, 2014
12 noon
Library room 104

Chair: Karen Eckert

Vice-chair Sandra Pinkham

Secretary: Cynthia King

Members Attending: Dr. Crystal Ange, Beth Casey, Mike Davis, Karen Eckert, Cynthia King, Kate Moore, Sandra Pinkham

Guests attending: Jay Sullivan

Members Absent: Sherry Glover

Minutes from Meeting March 25, 2014

- I. Minutes of Dec. 3, 2013 Meeting Presenter: Cynthia King
 - a. Minutes Approved.

- II. Old Business Presenter: Karen Eckert
 - a. Karen Eckert decided to ask Dr. Jay Sullivan to give a SACS update at the next meeting instead of today but was later called in for some clarifications.

- III. New Business Presenter: Mike Davis
 - a. Discussion ensued on the following on an updated Writing Center Proposal that include the following points.
 - i. Purpose of updated proposal
 - ii. Redefine the BCCC Writing Center Goals (in progress)
 - iii. Define Writing Center Staffing (completed)
 - iv. Establish (and Define) Faculty Access to maintain Writing Center OWL (completed)
 - v. Establish Writing Center Budget (in progress)

Action Taken or Recommendations:

- a. Karen will discuss with each instructor of the writing intensive courses to access their needs and how data was and should be submitted to the Writing Center for QEP purposes.
- b. Karen will receive help if needed to wade through old files for pertinent information.
- c. We need to draw a conclusion by the end of the semester from the data for the QEP. (note: ask Dixon Boyles to be involved)
- d. Karen will address ongoing changes in the upcoming impact report.

Note: Minutes approved at the April 15th meeting with no revisions.

Next Meeting: TBA