

**QUEENSBOROUGH COMMUNITY COLLEGE  
THE CITY UNIVERSITY OF NEW YORK**

**COMMITTEE ON WRITING IN THE DISCIPLINES/  
WRITING ACROSS THE CURRICULUM (WID/WAC)**

**ANNUAL REPORT  
ACADEMIC YEAR  
2013 – 2014**

**Membership**

Officers:

Dr. Karan Puri (Mathematics), Chair  
Dr. Jennifer Maloy (Academic Literacy), Secretary

Members:

Dr. Johannes Burgers (English)  
Professor Kimberly Ambruso (Nursing)  
Professor Christopher J. Jimenez (Speech Communication & Theatre Arts)

Liaisons/Designees

Dr. Glenn Burdi (Academic Affairs), President's Designee  
Dr. Julia Rothenberg (Social Sciences), Steering Committee Designee  
Dr. Megan Elias (History), Director of the WID/WAC Program

**Committee Meetings**

The WID/WAC Committee met twice during the 2013-2014 Academic year. The meetings were held on the following dates: October 9<sup>th</sup> and May 14<sup>th</sup>. The minutes for each of the meetings are available for review on the website for the QCC Academic Senate (the minutes for the May 14<sup>th</sup> meeting will be available upon approval by the committee at its next meeting). The Committee acknowledges the service of the secretary, Dr. Jennifer Maloy, in preparing the minutes. In addition, seven waiver requests were coordinated via email during the Spring semester as they were submitted to the Committee by Dr. Glenn Burdi of Academic Affairs.

**Summary of Committee Work**

Bylaw Charges and the Committee Actions

**(1) Bylaw Charge:** Oversee and make recommendations to the Academic Senate related to the WID/WAC Program.

During the 2011-12 Academic Year, it was discovered that there was a discrepancy between the WID/WAC Committee charges listed in the Bylaws and the charges listed on the Committee's website. A detailed report on and discussion of this discrepancy may be found in the WID/WAC Committee's 2011-12 Annual Report. Until such time as the issue is resolved, the committee

continues to abide by the Bylaws listed here. The committee is indebted to Dr. Kathleen Wentrack (former Chair and Steering Committee Designee) for her untiring and diligent attention to this issue.

**(2) Bylaw Charge:** Review and recommend changes in the criteria for a writing intensive (WI) class to the Academic Senate for its approval.

Upper level English courses can now be considered for WI certification, as decided by the committee in April, 2013. More details may be found in the committee's 2012-13 annual report.

**(3) Bylaw Charge:** Oversee a continuing WID/WAC Faculty Professional Development Program with the Office of Academic Affairs.

The Director of the WID/WAC Program, Dr. Megan Elias, kept the Committee informed of developments in the Program. Dr. Elias informed the Committee that Dr. Jane E. Hindman, the director of the Center for Excellence in Teaching and Learning was now overseeing the WID/WAC Program.

**(4) Bylaw Charge:** Hear and decide student cases requesting a waiver from any WI degree requirements.

The Committee continues to spend less time hearing and deciding requests for WI course requirement waivers. This change can be attributed to better clarification in the online registration system, improvements in advising students on this requirement, and a greater knowledge of this requirement on the part of faculty, staff, and students. More WI courses are being offered online to accommodate students' varying schedules.

In general, the number of waiver requests presented to the committee differed each meeting. The Committee carefully considered and deliberated each case. Also, the Committee continued its online meetings via email, which maintained the efficiency of the committee without requiring face-to-face meetings.

The Committee acknowledges the time spent by Dr. Glenn Burdi in preparing the cases for the committee's consideration.

**(5) Bylaw Charge:** Provide a list of current WI certified classes and the instructors certified to teach WI classes to the department chairs that will make the final decision on the designation of a course or section as WI each semester.

The Committee read through and approved all WI class sections with attention given to ensure a diverse offering of courses to meet the needs of the students. All course offerings with WI designations during Fall 2013, Winter 2014, and Spring 2014 were approved unanimously by the Committee.

**(6) Bylaw Charge:** Insure through a certification and recertification process that all classes designated as WI meet the criteria for a WI class.

The Director of the WID/WAC Program kept the committee informed of the status of the training of new faculty teaching WI sections. Course sections designated as WI had faculty who were WI certified.

**(7) Bylaw Charge:** Provide the Committee on Committees with a list of faculty members who are participating in the WID/WAC program.

This list was not made available to the committee for this academic year.

### **Matters of Interest**

- As mentioned in the committee's report for the 2012-13 Academic Year, Dr. Julie Pigza (then secretary) left QCC in Summer 2013. The committee elected Dr. Jennifer Maloy as secretary during its October 9<sup>th</sup>, 2013 meeting.
- For the upcoming 2013-2014 Academic Year, none of the current members will remain on the committee. The committee welcomes Dr. Peter Gray (English), Dr. Bjorn Berkhout (Music), Professor Marvin Gayle (Engineering Technology), Professor Janice Molloy (Nursing), Dr. Elizabeth Bartels (Social Sciences), and Dr. Daniel Garbin (Mathematics) as new members for the upcoming academic year.
- At its meeting on May 14<sup>th</sup>, 2014, the committee elected Dr. Bjorn Berkhout as chair and Dr. Peter Gray as secretary for the 2014-15 academic year.
- Dr. Megan Elias has left her position at QCC and Dr. Jean Murley is now the coordinator of the Writing Intensive Institute.
- The Chairperson would like to thank all members who served on the Committee throughout the academic year.

Respectfully submitted,

Dr. Karan Puri  
Chair, 2013-2014