

**Queensborough Community College
The City Univ. of New York**

Writing in the Disciplines/Writing Across the Curriculum
WID/WAC Committee

Meeting Minutes

December 2, 2015

In Attendance: Peter Gray, Bjorn Berkhout, Jeff Jankowski, Daniel Garvin, Marvin Gayle, Julian Jimenez, Lakersha Smith, Kathy Wentrack, James Nichols, Areti Tsimounis

1. Bjorn Berkhout call the meeting to order at 12:20p.
2. Agenda was approved.
3. The committee read and discussed recommendations from the Academic Senate (listed on the 12/2/2015 Agenda).
4. Prof. Berkhout shared information about a CETL directed assessment of HIPS (High Impact Practices) and the committee discussed the implications for the committee's work pertaining to oversight.
5. In order to exercise the committee's oversight function, a motion was put forth and passed unanimously to request faculty to voluntarily submit WI syllabi and assignments that fulfill the WI requirement for the duration of a semester. The WID/WAC committee chair will contact department chairs with the request.
6. A motion to certify the list of WI classes for Fall 2015 was made and seconded. The committee voted 5 in favor, 4 abstain to certify the list of WI classes for Fall 2015.
7. A motion to identify non-certified WI faculty members listed as teaching WI classes during Fall 2015 was made and passed, 8 in favor, 1 abstain.
8. A motion to approve the minutes from previous committee meetings at the next committee meeting was made and passed unanimously.
9. Bjorn Berkhout moved to adjourn at 1:55pm. Unanimously approved.

Respectfully submitted,

Dr. Peter Gray
Secretary