Minutes of the meeting of the WID/WAC Committee, Wednesday, October 18, 2017 in room H-125/126 Conference Room. The meeting began at 12:30pm.

Present: C. Julian Jiménez (committee Chairperson), Daniel Garbin, Shenaz Georgilis, Lakersha Smith, Liz DiGiorgio, Raymond Lam, Sandra Palmer, John Tailbird, and Areti Tsimounis (committee Secretary).

1. Welcome
   Julian Jiménez introduced himself as the Chairperson of the WID/WAC Committee and welcomed everyone. Copies of the meeting's agenda were distributed.

2. Approval of minutes
   The minutes from the Committee's meeting on April 26, 2017 were approved.

3. Review charges from the College Committee on Committees
   Julian Jiménez distributed copies of the WID/WAC Committee's Activities Form. The following points were made: (1) Raymond Lam is on the list of WID/WAC instructional staff committee members instead of Wenli Guo. (2) The Academic Senate has requested a document addressing the WID/WAC committee's contribution to the College's realization of its Mission Statement and Middle States standards. Julian Jiménez will compose the document and share with committee members for input as needed. (3) The recommendation of the Annual Report for 2017-2018 regarding monitoring non-certified faculty teaching WI courses has been fulfilled. There is currently no WI course taught by a non-certified faculty member. This is in part due to better communication with the departmental Chairpersons. Finally, the Committee is satisfied with the way that student waivers and similar situations have been addressed.

5. Confirm Committee meeting date and time for the following semester
   The date for the upcoming meeting has been scheduled for April 18, 2018 at 12:30pm in the H125/126 conference room.

6. New Business
   Daniel Garbin brought up the case of a Computer Science course he is teaching which was designated as a WI course after the beginning of the term. Students in the course are given several writing assignments, for example, where they have to provide detailed explanations of the code that they compose. The committee noted that this practice is not encouraged and should be avoided. Sandra Palmer will contact the Registrar's Office for this kind of courses.

The meeting was adjourned at 1:15pm.

Respectfully submitted,

Areti Tsimounis