

Committee on Writing in the Disciplines/Writing Across the Curriculum

Queensborough Community College / CUNY

Friday, May 13, 2022

Meeting Start: 10:03 am

Meeting Location: Zoom

Committee Members Present

1. Christi Saindon, Chair, Communication, Theatre, & Media Production (2023)
2. Outgoing:
 1. Rommel Robertson, Social Sciences (2022)
3. Carla McIntosh, Academy Advisement (2023)
4. Angela Ridinger-Dotterman, English (2024) *replacement member
5. Raul Luiz Armendariz, Physics (2024)
6. Incoming:
 1. Adam Luedtke, Social Sciences (2025)
 2. David Pham, Mathematics & Computer Science (2025)
7. Melissa Dennihy, English, WI Co-Coordinator
8. Monica Rossi-Miller, Foreign Languages & Literature, WI Co-Coordinator
9. Arthur Corradetti, Liaison to Office of Academic Affairs

Agenda

1. Discussion and Approval of Agenda: Approved
2. Gratitude for responses to the February 20th email “meeting”
 - a. Discussion about scheduling meetings in the future.
 - i. Fridays are acceptable if via Zoom
 - ii. Will Zoom meetings continue?
 - iii. Club hours, some weeks, are possible (maybe 3rd week of the month)
3. WI Co-Coordination Training Update for 2021-2022 Academic Year, Melissa & Monica
 - a. Newly trained faculty numbers/list: 5 trained; 2 pending
 - i. Names added to the complete Excel sheet of WI-trained employees.
 - b. Any training updates regarding requirements or adjustments to WI requirements/courses.
 - i. Foreign Language WI course offerings were approved by Dr. Palmer.
 - ii. Training requirements discussion:
 1. Considering adjusting the requirement for student writing samples, as many faculty who teach WI courses do not have writing naturally built into their courses.
 - 2.
4. Activity since last meeting:
 - a. Completed student waiver requests
 - i. None received
 - ii. Received three (3) requests for the waiver request form, but none were submitted.
 - iii. Discussion about adding the waiver request form to the website.

1. Committee votes to NOT include the form on the website; interested parties should contact the WIDWAC committee chair for the form.
 - a. concern that it will become more commonplace, where it should be made clear that a waiver is rare.
- b. Chair Bjorn Berkhout reached out regarding WI misunderstanding/mis-entry in a MUS 101 course.
 - i. The course was listed in some places as WI and in others as not WI. The faculty member was not planning to teach it as WI, but because in CUNYFirst, it was listed as WI in CUNYFirst (ergo awarding credit to all students enrolled), they elected to teach it as WI.
 - ii. Though the department chairs were notified of the issue, this discussion with Prof. Berkhout is mostly a notification that we might have challenges from students in other courses and disciplines, if WI designation was misplaced elsewhere; the suggestion is that this *might* be related to the switchover to the new course entry system 'CourseDog,' so hopefully it will be resolved once the system is used more.
- c. Faculty recertifications in process
 - i. Requests
 1. 93 requested, Oct 12, 2021
 - a. Dr. Palmer informed the Department Chairs of low participation, encouraging greater participation.
 2. Given low participation, Christi resent the original request Feb 21, 2022.
 - a. 3 declines
 - b. 3 inquiries about requirements, with stated intent to submit for recertification (but not submitted)
 - c. 3 submissions for recertification
 - i. 2 approved
 - ii. 1 suggested revision (not approved)
 3. Note: Christi elected to not send out additional requests, with hopes that the encouragement from the Office of Academic Affairs would bring in more submissions for our review.
 - ii. Discussed the possibility of a WI refresher training (maybe video?) to assist faculty who've not taught WI in awhile or who would like a refresher in the requirements.
 - iii. Discussed minor revisions to the recertification checklist: Christi will complete.
 - iv. Discussed who sends the email: Committee believes that if OAA sends the email, we will receive greater responses.
 1. Christi will speak with Dr. Palmer for guidance.
- d. Website updates
 - i. WIDWAC Annual Report complete; edit and add to the website by August 1, 2022.
 - ii. WIDWAC Committee Guide needs to be created and added to the website.
 1. The Committee Guide will help to ensure smooth transition from year to year/chair to chair.

- a. Christi, as a continuing member, can continue this labor in the coming academic year, in consultation with the 2022-2023 WIDWAC Chair.
 - iii. Membership, Chair, & Secretary will need to be updated on website after the vote.
- 5. New business
 - a. Annual Report review & revisions
 - i. Please feel welcome to comment on the document hyperlinked above; Christi will make changes.
 - b. Voting for AY 22-23 Chair & Secretary (formal)
 - i. Note: Only members for the 2022-2023 academic year can vote.
 - ii. Nominated for Website: Carla; voted by acclamation
 - iii. Nominated for Secretary: Adam; voted by acclamation
 - iv. Nominated for Chair: James and Christi' votes completed via email (May 22)
 - 1. Christi had 5 votes; will continue to serve as Chair
 - 2. James had 3 votes
 - c. Other new business
 - i. New members welcome!
- 6. Adjournment at 11:26am

Respectfully submitted,
Christina "Christi" Saindon