

## **Minutes: Committee on Writing in the Disciplines/Writing Across the Curriculum**

Queensborough Community College / CUNY

The Academic Senate Committee on WID/WAC met on 5/12/23 at 12:00 pm in person with an option for attending via Zoom.

### **Committee Members in Attendance:**

1. Christi Saindon, Chair, Communication, Theatre, & Media Production (2023)
2. Adam Luedtke, Secretary, Social Sciences (2025)
3. Svjetlana Bukvich-Nichols, Music (2025)
4. Michael DeMarco, Social Sciences (2024)
5. James Nichols, History (2024)
6. David Pham, Mathematics & Computer Science (2025)
7. Shenaz Ida, Nursing (2026) \*new member
8. Stefan Spezio, Center for Tutoring and Academic Support (2023)

### **Absent:**

1. Carla McIntosh, Website Coordinator, Academy Advisement (2023)
2. Angela Ridinger-Dotterman, English (2024)
3. Madeline Ruggiero, Library (2024) \*replacement member
4. Susan Lago, English (2026) \*new member
5. Nicole McClam, Health, Phys Ed, & Dance (2026) \*new member
6. Kezia Prince, Student Representative

### **Liaisons in Attendance:**

1. Arthur Corradetti, Dean for Institutional Effectiveness (Liaison to OAA)
2. Melissa Denihey, English (HIP Co-Coordinator)
3. Monica Rossi-Miller, Foreign Languages & Literature (HIP Co-Coordinator)

Business:

### **The meeting was called to order at 12:00 pm**

1. Approval of minutes from November 16, 2022, Meeting.
  - a. Approved by unanimous consent
2. Approval of meeting agenda.
  - a. Approved by unanimous consent
3. Continuing Business
  - a. WI Co-Coordinators Update, Melissa & Monica
    - i. Monica and Melissa have put together the information we talked about at the meeting in November. It kind of evolved. One issue we would like to talk about is when a faculty does WI training simultaneous with teaching WI. Some faculty were asked to teach one and had never taught it before so they were training while teaching it for the first time. One issue was they had to work a lot on the syllabus the previous instructor had given them. A lot of faculty teach WI on campus without being certified. If the chair tells them they must or they want to teach WI class they must be certified but a lot of them don't know that. We don't know how many, but we know it happens. And having to change your syllabus on short notice is a problem. Also faculty take the training just because

they have to and it is hard to work with them because they don't want to change anything. It's been a problem for multiple years.

- ii. Christi: Jeff Jankowski (Social Sciences chair) emailed Melissa and Christi and asked about faculty/adjuncts who were assigned to teach WI but weren't certified and whether they could teach them. Fortunately, Jeff did say we're gonna enroll these people (adjuncts) into WI training. It's challenging to design a class without having the knowledge and the expectations. Did all of them complete the training? Monica: No. Some of them may not have ever taught the class again after this one time, and some of them teach a lot at other colleges

iii. **Plan for next year's committee: what do other CUNY institutions do in these situations? What's the CUNY response to this?**

- iv. Monica: We have talked to other WI coordinators. Every CUNY college does it differently. Many colleges do tutoring and facilitate individual help. Some of them do allow non-certified faculty to teach WI, but the point is that this is changing because the rules are changing, but it's really down to chairs, because they end up mandating "take this" or "take that"
- v. **Plan for next year: we should draft a statement that goes to administration that says "we would prefer that all faculty who teach WI to be certified" and ask administration to require that from chairs, with limited exceptions, of course, under special circumstances. The administration might say we don't know enough yet (lack of data) but it should at least get on their radar.**
- vi. Monica brought up the foreign languages issue. The response was that If somebody wants their syllabus re-certified for WI, they should send their syllabus to the committee, it's not a departmental issue in terms of the Foreign Languages departments are not the ones who make the call.

b. Faculty recertifications:

- i. Original list had 76 names, OAA went through the list and we ended up with 50. We got 15 responses. 13 approved, 2 revisions request (still pending). Christi has contacted them and hasn't heard back. 30% response rate is better than some years but still not great BTW.
- ii. **Future consideration (the 13 approved) – keep on the list. Take it up next time because it's going to continue to adjust based on the needs of the department, etc.**
- iii. Artie: going at the current rate, you could recertify every 20-25 years.
- iv. **Question for incoming chair: make a master list of faculty who are certified, and then check against who is still teaching at QCC, and then we can get a sense of what percent of those teaching WI are certified. Even if Christi has that data, too, we still don't know who is gone. Christi will make sure the new chair and OAA gets the master list. What Christi has done is that it's an excel spreadsheet with 3 tabs on the 3 categories. Artie is curious about the Annual Report re this data. Will the new chair finish and submit it or will Christi? BTW the total certified might not be 395 because some might not be active anymore, so the new chair should send Artie the data and he can update it. Artie: next year we need to rewrite to all 166 who need to request recertification. Once we (Artie - OAA) get the data, we'll contact chairs on behalf of the provost and say here are the people in your department who are teaching WI but not certified. We need to finish the Annual Report by August.**

c. Student Waiver Requests:

- i. The committee had one waiver request to consider, but before voting on that...
- ii. Svetlana brought up the point that we don't get enough data from students who request waivers. Christi asked for more info from this student, and didn't get a response.
- iii. The vote on the student's request for 2 WI waivers was negative – 5 no, 3 abstains
- iv. Let's talk about waivers now. This semester 8 requests (3 approved, 5 now denied).
- v. **Revised student waiver form. Let's look at it: Christi: add student ID, strongly encourage requiring not just catalog description but also syllabi, writing samples, etc. This would not only give us more data, but also make a lot less work for the chair, who has had to do a lot of emailing back and forth with students requesting waivers. James: add when the course was taken. Artie will add it. Artie added re rigor of requirements for student waivers, there's nothing to say that if a student is turned down for lack of documentation they can't just apply again, so a "no" isn't final (if they are turned down for a lack of documentation). Artie thinks the requirements should be posted, and the problem with that is that it then becomes an expectation, but others mentioned it already in some ways, so Artie says it needs to be transparent, so Artie says he'll put something about it on the Registrar and/or OAA site. Christi added that "I'm just trying to graduate" is not and should not be a good enough reason to waive. Stefan: It seems like we're requiring students to do more than faculty (in terms of meeting WI requirements). Could it be resolved by the Senate? So that could be something to consider. Artie: we don't want to make the student process less rigorous, but rather make faculty progress more rigorous, and the way you do that is by making it more visible on campus. TELL CHRISTI TO PUT IN THE ANNUAL REPORT THAT THE NEXT CHAIR NEEDS TO MAKE A STATEMENT TO THE SENATE ABOUT THIS AND TELL OAA.**
- d. Committee Guide Update: **Nothing much has changed since 2007. It is mostly done. Christi will probably do some minute edits and help whoever takes over as chair to get it done.**
- e. Annual Report Update: **Christi will email update to us.**
- 4. Voting for leadership
  - a. Michael DeMarco was nominated and approved by vote as new Chair.
  - b. Adam Luedtke was nominated and approved by vote as Secretary and Website Coordinator.
- 5. Adjournment

Respectfully submitted,

Adam Luedtke, Secretary, Committee on WID/WAC