

QUEENSBOROUGH COMMUNITY COLLEGE
The City University of New York

Writing In The Disciplines/Writing Across The Curriculum
[WID/WAC] Committee

Meeting Minutes

April 6th 2011

In Attendance	Kathleen Wentrack	Marvin Gayle	Paul Marchese
	Lawrence Bentley	Jilani Warsi	John Talbird

1. Meeting commenced at 1:00 PM in room C_102.
2. The meeting agenda was approved.
3. Minutes of the previous meeting was approved.
4. Kathleen Wentrack gave the committee an update on the W.I. Program Assessment pilot. This included a discussion on the assessment protocol and the faculty involved.
5. There were no WI waivers to be discussed. The committee agreed to expedite future WI waivers request by email unless there is a need for an in person discussion.
6. The committee discussed the case of a QCC student who applied for graduation from QCC, after she transferred to a non-CUNY school without completion of the CUNY WI requirement. For this and similar situations where the non-CUNY school does not have an equivalent WI course offering, the policy will be that no independent WI classes will be offered at QCC.
7. The charge of the WID/WAC Committee was reviewed. There were changes suggested for the items below:
 - Modification to the description the committee membership, and clarification of who is eligible to vote on committee issues.
 - Changes to the wording of item “e” regarding the verifying of the list of current WI certified classes and instructors.
 - Clarification to item “f” involving the certification and recertification process of all classes designated as WI

The WID/WAC committees charge can be found at the URL below.

<http://www.qcc.cuny.edu/Governance/AcademicSenate/WIDWAC/default.asp>

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8. The guide for the WID/WAC Committee members was reviewed. There were changes suggested for the items below:
 - Modification to the introduction to reflect the changes suggested to the committees charge mentioned above.
 - Change the section on Committee Composition to reflect the current makeup of the WID/WAC committee.

The guide for WID/WAC committee's members can be found at the URL below.

<http://www.qcc.cuny.edu/Governance/AcademicSenate/WIDWAC/Docs/GUIDE-Com-WID-WAC-4-28-07.pdf>

9. John Talbird, the Director of the WI Program, told the committee that he will be on sabbatical for the next academic year. In his absence someone else will be assuming his responsibilities including running the WI training workshops.
10. The meeting adjourned at 2:30 pm

Respectfully Submitted,
Marvin Gayle, Acting Secretary
Wendy Ford, Secretary