# MINUTES OF THE WRITING COMPETENCY SUBCOMMITTEE

# CALIFORNIA STATE UNIVERSITY, FRESNO

# 5200 North Barton, M/S UL 34

# Fresno, California 93740-8014

# Office of the Academic Senate

# Ext. 8-2743

# April 19, 2023

# 

# Zoom:<https://fresnostate.zoom.us/j/2984108197>

# Attending: Aric Mine, Kate Kafonek, Sarah McDaniel, María Dolores Morillo, Jacquelin Curry

# Missing: J. Krichevsky

# Agenda:

# Welcome

# [Approval of minutes from March 29, 2023](https://docs.google.com/document/d/1XG92vDQiII4pz7iDBDozhlFHb_LYpuA2LN4ZpaRcDoQ/edit?usp=sharing)

* + - Moved: Jacqui
    - Second: María Dolores
  + Approval of Agenda
    - Moved: Sarah
    - Second: Aric
* Update on [BIOL 118W](https://drive.google.com/drive/folders/1TzxN633oD0AMW9--vQxXLffuJtUdKUfL?usp=sharing)
* Review [WGSS 118W](https://drive.google.com/drive/folders/15U_eCxaB3JyICbVen8wyV1g7Ipot10Ov?usp=sharing)
  + Overall Thoughts
    - course is very well-thought out and well-designed
  + Possible Concerns
    - involves students in extensive independent research work, but nothing is stated in learning objectives related to students developing as researchers
      * would be useful to state more explicitly
  + Motion to Approve with statement of potential misalignment:
    - First: Jacqui
    - Second: María Dolores
    - Unanimous approval
* Review [CFS 130W](https://drive.google.com/drive/folders/1P-bAYBTdQtvvQ1GOgJTlPOzCbAsCeiEv?usp=sharing)
  + Concern about unit increase
    - While committee agrees with the shift to a C3 classification for a W-course, we are concerned about inequities this creates for other individuals teaching W courses.
    - Course description indicates course is just for CFS majors, but justification indicates is for minors, too
    - Suggestion to revise Student Learning Outcome for Information Literacy to reflect higher order thinking skills students are being asked to use/develop: Rather than Identify reliable sources, perhaps include “differentiate between, discern..” and/or language about "evaluating" sources
    - Suggestion: Include percentage of total grade each assignment is worth
  + Motion to approve provisionally
    - First: Jacqui
    - Second: Sarah
    - Approved unanimously
* Review [CFS 127W](https://drive.google.com/drive/folders/19xUTofJcDvXldC70xpMxNikkJ1MgP6Og?usp=sharing)
  + Suggestions:
    - Consider also referring students to DISCOVERe for technology resources; laptop waitlist tends to be quite long
    - Consider including a Table of Contents
  + Appreciate the progression of writing assignments
  + Appreciate the incorporation of SLO numbers within course assignment descriptions
  + Be sure to include course number throughout syllabus
  + Motion to approve:
    - First: Sarah
    - Second: Jacqui
    - Approved unanimously
* Review Canvas site
  + Ideas of what to include from 3/29
    - Place to ask questions
    - W-Course requirements
    - Jenny’s workshop schedule
    - Assessment resources
    - Plagiarism tutorial (Amanda)
    - Statement on Turnitin
  + Syllabi to include
    - Poli Sci 100W
      * Juliet will reach out to Melanie about including and ask if has assignments to share
  + Goal
    - Share with department chairs and ask to share with faculty who are teaching or developing W courses
* Ongoing Work:
  + ChatGPT:
    - [Create a document](https://docs.google.com/document/d/1AO4cB0ZYUsjERAD9MidphzpWKRVlGjS90EESIMDXqNE/edit?usp=sharing) that
      * Pulls together existing campus resources on ChatGPT
        + [Resources](https://docs.google.com/document/d/1VaI_EER86E5J8RYfTv9mbgJjqmeiTEOXPi1jrHIEXPo/edit?usp=sharing)
        + Kremen Technology Committee
      * Provides suggestions for how to approach use of ChatGPT in courses
  + [Committee Statement of Recommended Use of Turnitin](https://docs.google.com/document/d/1hbBDxRm5Ifcln7DeW--Pij_kDLcIzE-RHOXE-_mU62I/edit?usp=sharing)
    - Updates from Undergraduate Curriculum Committee
    - Finalized version will be sent to
      * W-course instructors
      * Upper-division writing intensive course instructors
        + Reach out to Bernadette about locating that contact info
  + Review existing W-course syllabi
    - [Folder of uploaded syllabi](https://drive.google.com/drive/folders/1dpA9BPFidiRgJvCQE3FoclHI32AzR9oW?usp=sharing)
    - Next Steps
      * Select a course to begin review process
        + Use OIE to inform where begin analysis
  + Develop bank of resources for faculty across disciplines who are developing W courses and who are currently teaching W courses
    - Action: Reach out to faculty at other institutions for syllabi and resources, primarily from STEM writing courses
* Possible Future Work:
  + Grant opportunity for writing in STEM courses: <https://nsf.gov/awardsearch/showAward?AWD_ID=1545275>
  + Idea: Creating a writing center specifically for writing in Spanish

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* Announcements
* Adjourned at: 11:55

# Next Meeting: May 5, 11 am