

**Minutes**  
**GWAR Committee**  
**USU 311**  
**1:30 – 3 PM**  
**Meeting Number 2**  
**September 16, 2011**

In attendance: Lori Brown, Gary Griswold, Susan Platt, Linda Sarbo, Rick Tuveson, Yu Ding, Diana Hines, Colleen Dunagan, Rebekha Abbuhl, Bron Pellissier, Nathan Jensen, and Mark Wiley

1. Approval of agenda: MSP
2. Minutes of meeting on September 2, 2011:
  - a. Amend list of those attended.
  - b. Amend spellings of names in 6.b.3.
3. Announcements
  - a. Carol Zitzer-Comfort, College of Education, is no longer able to serve, so we need a replacement for her. The replacement must come from the College of Education and the nominee needs to be processed through the Nominating Committee. We need to let Carol know that she needs to notify the Academic Senate of her inability to continue on the committee.
  - b. The GWAR Committee thanks Carol for her service and hard work during her time served.
  - c. GWAR instructor's workshop next Friday 9/23, 1:30-3:30 pm
  - d. Subcommittee meeting with Keith Freesemann Friday 9/23 at 12:30 pm in our regular meeting room.
4. Information on external review and schedule
  - a. The External Review will be happening 9/29 and 9/30. There will be a forum on Thursday 9/29 at 2:30 pm, location TBA.
  - b. Academic Affairs will host a reviewer's lunch at the Chartroom that day. This committee is invited to join them at noon on Thursday 9/29. If we want to attend, we need to email Sarbo to let her know (by mid-week next week), so that she can reserve sufficient space; however, committee members will need to pay for their own lunch.
5. Review of policy draft from 5-16-11
  - a. Nathan Jensen raised two issues: one there is no mandate for Departments to make ILC courses and the GEGC in reviewing our annual

report expressed concern at the idea of putting enrollment caps on writing intensive courses.

- b. We had discussed the possibility of lowering requirements for regular capstones and strengthening requirements (including enrollment caps) for capstones certified as writing intensive, so that departments would be able to have both kinds of capstones and thus not lose enrollments.
- c. Linda Sarbo raised the concern that we may want to put a prospective date in the policy so that if the policy is approved, departments will have one or two years to implement writing intensive courses as needed.
- d. Change Pathways: remove “which could be an ILC course” and specify that students complete a GE capstone certified as writing intensive. The ILC policy does not provide sufficient specifics regarding the nature of writing intensive courses.
- e. If we continue to call the GVAR courses by the name GVAR course, does it become confusing since in the new pathways they will no longer be considered as having completed the GVAR requirement upon passing a GVAR course, as they will still need to take a writing intensive capstone? Suggestion to change the name to a GVAR Portfolio Course.
- f. Do we need to add a pre-requisite to all writing intensive capstones, so that they would need to all have passed the GPE, or taken the GPE and passed a GVAR Portfolio Course?
- g. Include the definition of writing intensive in our policy. Rebekha will pull together the various components that we have discussed and draft a cohesive statement. We have notes on our previous discussions of what is writing intensive in the minutes from March 4<sup>th</sup> and March 18<sup>th</sup>.
- h. A suggestion was made to add a statement indicating this committee is responsible for certifying GVAR Portfolio Courses and Writing Intensive GE Capstones.
- i. Committee suggested that the policy should specify that once students have reached 45 units they are eligible to register for the test, but they must attempt the test by the time they reach 65 units.
- j. Section 5 should be Section 4.
- k. Need to add to committee charge the responsibility of certifying writing intensive courses and GVAR Portfolio Courses.
- l. Number 2 in the charge we should specify that the assessment is the GPE assessment. We need to decide if we plan on allowing them to continue to use the GRE and whether or not we need to change the score required.
- m. Is number 8 really part of the charge? Motion to strike this item. MSP.
- n. Make the third sentence of the first paragraph of Section 2 into two sentences: one about undergraduates and one about graduate students.

6. WPE rubric: Susan Platt

- a. Review of old rubric and suggested new rubric (generated by the WPE Development Committee).

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#### 6. WPE rubric: Susan Platt

- a. Review of old rubric and suggested new rubric (generated by the WPE Development Committee).

- b. Review of the process of developing the new rubric and a review of the proposed process for implementing the new rubric. The plan is to get it in use in Spring 2012.
  - c. The GVAR committee is interested in providing detailed feedback regarding language. The GVAR committee is asked to submit suggested revisions to Rebekha or Susan. Motion to approve with understanding that it may undergo additional minor revisions as result of feedback from this committee.
7. GVAR Coordinator's report
- a. We have 23 sections of GVAR courses, excluding Fashion Merchandising 450, History 301, and Linguistics 301. There are approximately 416 students in the combined courses.
  - b. As Coordinator, Linda is still working on insuring that students are enrolled in the proper courses. The instructors usually do not have access to WPE scores and so it is difficult for instructors to monitor students' eligibility. Ideally, those courses need prerequisites set online and Linda is working with Tom Enders to find a way to solve the problem.
  - c. Additionally, Linda would like to get students to enroll in a GVAR course appropriate to their discipline, but that doesn't seem to always be happening. It seems like this aspect needs to be managed via advising.
  - d. The Pilot Project is going well. Susan Platt will be producing an updated report on that as part of prep for the External Review. Our backlog of students with multiple test attempts is rapidly diminishing.
8. Adjournment
- a. 3:00 pm

Submitted by

Colleen Dunagan

(These minutes were approved on 10/7.)