

**QUEENSBOROUGH COMMUNITY COLLEGE  
THE CITY UNIVERSITY OF NEW YORK**

**COMMITTEE ON WRITING IN THE DISCIPLINES/  
WRITING ACROSS THE CURRICULUM (WID/WAC)**

**ANNUAL REPORT  
ACADEMIC YEAR  
2012 – 2013**

**Membership**

Officers:

Dr. Karan Puri (Mathematics), Chair  
Dr. Julie Pigza, (Chemistry), Secretary

Members:

Dr. Julia Rothenberg (Social Sciences)  
Dr. Julian Stark (Biological Sciences)  
Professor Lawrence Bentley (Nursing)

Liaisons/Designees

Dr. Paul Marchese (Academic Affairs), President's Designee  
Dr. Kathleen Wentrack (Art & Design), Steering Committee Designee  
Dr. Megan Elias (History), Director of the WID/WAC Program

**Committee Meetings**

The WID/WAC Committee met three times during the 2012-2013 Academic year. The meetings were held on the following dates: November 14, April 10, and May 22. The minutes for each of the meetings are available for review on the website for the QCC Academic Senate. The Committee acknowledges the service of the secretary, Dr. Julie Pigza, in preparing the minutes. In addition, two waiver requests were coordinated via email during the Spring semester as they were submitted to the Committee by Dr. Paul Marchese of Academic Affairs.

**Summary of Committee Work**

Bylaw Charges and the Committee Actions

**(1) Bylaw Charge:** Oversee and make recommendations to the Academic Senate related to the WID/WAC Program.

During the 2011-12 Academic Year, it was discovered that there was a discrepancy between the WID/WAC Committee charges listed in the Bylaws and the charges listed on the Committee's website. A detailed report on and discussion of this discrepancy may be found in the WID/WAC Committee's 2011-12 Annual Report.

Dr. Kathleen Wentrack, the Steering Committee Designee, spent many hours researching and looking over old records to locate the source of this discrepancy during the 2012-13 Academic Year. Additionally, in Spring 2013, Drs. Wentrack, Puri and Pigza met with the chairs of the Bylaws committee, Drs. Linda Meltzer and Tian Ren to further discuss and resolve the issue. Since the exact reason for the discrepancy was unclear after much searching through old minutes and records, it was decided that the charges, specifically numbers 4, 5, 6, and 7 would be submitted with more justification to the Bylaws committee and that mention of coordinating with the Curriculum Committee would be modified to coordination as needed. The resolution of this issue was ongoing at the time of this report.

The committee is indebted to Dr. Kathleen Wentrack for her untiring and diligent attention to this issue.

**(2) Bylaw Charge:** Review and recommend changes in the criteria for a writing intensive (WI) class to the Academic Senate for its approval.

At the committee's meeting on April 10, 2013, a petition was voted on concerning the EN-224/225 course taught by Dr. Jean Murley, an Associate Professor of English. Dr. Murley asked that the course be considered as WI due to the large amounts of writing in the course (minimum 25 pages per student). The committee voted unanimously to approve the motion for upper level English courses to be considered for WI (including 200, 300, and 400 level courses).

At the same meeting, the College Writing Intensive Guidelines were updated to reflect the fact that the CPE is no longer required. This involved changing requirement #8 by removing the line 'Additionally, faculty members should make clear to students how assignments contribute to preparation for the CPE.' This requirement will be revisited when a new examination is instituted.

**(3) Bylaw Charge:** Oversee a continuing WID/WAC Faculty Professional Development Program with the Office of Academic Affairs.

The Director of the WID/WAC Program, Dr. Megan Elias, kept the Committee informed of developments in the Program. Dr. Elias informed the Committee that the WID/WAC Program was developing its own assessment tools and there was discussion on adding a new survey to the regular course surveys. This posed some difficulties and the matter is still under consideration and will be revisited.

**(4) Bylaw Charge:** Hear and decide student cases requesting a waiver from any WI degree requirements.

The Committee continues to spend less time hearing and deciding requests for WI course requirement waivers. This change can be attributed to better clarification in the online registration system, improvements in advising students on this requirement, and a greater knowledge of this requirement on the part of faculty, staff, and students. More WI courses are being offered online to accommodate students' varying schedules.

In general, the number of waiver requests presented to the committee differed each meeting. The Committee carefully considered and deliberated each case. Also, the Committee continued its online meetings via email and Blackboard, which maintained the efficiency of the committee without requiring face-to-face meetings.

The Committee acknowledges the considerable time Dean Paul Marchese from Academic Affairs spent in preparing the cases for the Committee and thanks him for his assistance.

**(5) Bylaw Charge:** Provide a list of current WI certified classes and the instructors certified to teach WI classes to the department chairs that will make the final decision on the designation of a course or section as WI each semester.

The Committee read through and approved all WI class sections with attention given to ensure a diverse offering of courses to meet the needs of the students. All course offerings with WI designations during Fall 2012, Winter 2013, and Spring 2013 were approved unanimously by the Committee.

**(6) Bylaw Charge:** Insure through a certification and recertification process that all classes designated as WI meet the criteria for a WI class.

The Director of the WID/WAC Program kept the committee informed of the status of the training of new faculty teaching WI sections. Course sections designated as WI had faculty who were WI certified.

**(7) Bylaw Charge:** Provide the Committee on Committees with a list of faculty members who are participating in the WID/WAC program.

The Director of the WID/WAC Program provided the Committee with a list of faculty who were eligible to teach WI courses (i.e. faculty who went through the WI training). This list was forwarded to the Committee on Committee's Chair.

### **Matters of Interest**

- For the upcoming 2012-2013 Academic Year, Dr. Karan Puri will remain on the committee. The committee welcomes Dr. Johannes Burgers (English), Dr. Jennifer Maloy (Academic Literacy), Professor Christopher Jimenez (Speech Communication & Theatre Arts), and Professor Kimberly Ambruso (Nursing) as new members for the upcoming academic year.
- The Committee re-elected Drs. Karan Puri and Julie Pigza to serve as Chair and Secretary, respectively, during the 2013-2014 Academic Year.
- In the summer of 2013, it was learned that Dr. Julie Pigza will be leaving QCC beginning Fall 2013 and Professor Kimberly Ambruso will be taking her place on the committee. There will be another election held for the position of Secretary in the Fall semester. Until such time, Dr. Karan Puri will fulfill the tasks associated with that position.

- The Chairperson would like to thank all members who served on the Committee throughout the academic year.

Respectfully submitted,

Dr. Karan Puri  
Chair, 2012-2013