

Minutes for Writing Across the Curriculum

Feb 26, 2014 at 2:30-3:30 in Library Conference Room

Present: Beecher, Bitz, Connor, Addington, Kitchen, Daffron, Larson

1. The committee approved the minutes from the last meeting.
2. The committee agreed that its members should check the current course catalog to make sure WI courses are listed appropriately.
3. The committee reviewed the WAC website. Connor suggested using a different web layout so that side menus can be adjusted. Beecher said she would look into that structure. The committee members agreed to populate the resources section (sample writing assignments and assessments) by reaching out to specific faculty members who might be willing to share what they use in their classrooms. The committee members will also review their respective school writing policies and submit any changes to the WAC dropbox.
4. The committee discussed the results of the WAC sponsored event "Writing Tutors Tell All." It was a success—attended by at least 15 faculty and three student writing tutors. The next one is scheduled for Thurs, March 6.
5. The committee discussed co-sponsoring an event with a guest speaker alongside the Writing Center and CRWT. We agreed that this would be a good opportunity to connect with faculty and promote writing on campus.
6. The committee discussed the Writing in the General Education Contests, which was approved. The faculty directors of CRWT and RitH will lead the charge of securing judges and collecting papers nominated by faculty. The submission deadline was determined to be April 1. The winning students and the faculty members who nominated them will be celebrated at the final WAC meeting of the semester on April 30.
7. The committee discussed writing competitions in the schools, where each school would award a top-rated paper. The school reps agreed to speak with their deans about getting support for these competitions.

Proposal for:
The Annual Best Paper Contest in Writing Intensive General Education Courses

The Writing across the Curriculum committee (WAC) would like to propose an annual writing contest for the best written paper in Critical Reading and Writing II and Readings in Humanities beginning in academic year 2013. We ask for a small budget of \$400 as part of an annual WAC budget. A small financial cost could produce something that would support faculty-student engagement, increase the visibility of writing across the curriculum at Ramapo, promote excellence, and endorse student and faculty achievement. This annual event would include a ceremony recognizing the students and their faculty mentors near the end of the spring term.

Rationale: Instructors for writing intensive courses are excellent teachers striving to help students produce excellent written work. This award seeks to both recognize and cultivate the intellectual exchange that is already occurring between faculty and students in our school.

Resources: In order to administer this contest, the WAC committee needs to:

1. **Advertise the contest.** This could be accomplished through flyers distributed electronically to faculty members teaching these courses to promote the contest and nominate students.
2. **Secure a judge.** The WAC committee will recruit one judge from outside Ramapo for each course. Each judge would be a writing professor from another institution who would agree to read submissions and designate up to three finalists and one winning paper to receive \$50 prize. The preference for a writing professional makes sense because he or she would be judging submissions from multiple disciplines and broad expertise would be impossible, and unnecessary. Papers would be judged for their ability to write clearly and cogently, and to sustain a clear argument.
3. **Collect and pass on submissions.** The WAC committee would be responsible for setting a deadline, collecting submissions, mailing them to the judge, receiving the judge's decision, and sending congratulatory letters to the winners.
4. **Arrange for payment of the judge.** This would be accomplished by the WAC committee chair in conjunction with Provost's Office.

Budget:

Budget AY13-14	
Stipend for each Outside Judge (2)	\$150.00
Winning Paper Prize (2)	\$50.00
Total	\$400.00

Procedure: The instructors for writing intensive courses would be asked to nominate student work by a set deadline. There would be a form submitted with each piece of writing that would include a brief statement of nomination (50 words or less) detailing the reason for nomination. A sample form is attached.

Writing across the Curriculum Writing Contest Nomination Form

The writing across the curriculum writing contest is an annual contest created to showcase excellent student writing occurring in a writing intensive courses. Each faculty member teaching a writing intensive course may nominate one paper from each section of their course for consideration in the contest. Winners will be selected by an independent judge that specializes in writing from outside Ramapo College. Papers will be judged on their ability to write clearly and cogently, and to sustain a clear argument. The winning student and instructor will be recognized at a ceremony in the spring.

Name of Student: _____

Name of Faculty Nominator: _____

Writing Intensive Course (including section number): _____

Briefly describe why you are nominating this paper (50 words or less):

Please attach the student's work and the course assignment with this document. Send all submissions to (WAC committee representative) and must be received by (date of submission).