

**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  
2010 – 2011**

**Membership**

Officers:

Dr. Kathleen Wentrack (Art & Design), Chair  
Prof. Wendy Ford (Business), Secretary

Members:

Prof. Lawrence Bentley (Nursing)  
Prof. Marvin Gayle (Electrical and Computer Engineering Technology)  
Dr. Jilani Warsi (Basic Educational Skills)  
Dr. John Talbird (Director of the WID/WAC Program)

Liaisons/Designees

Dr. Paul Marchese (Academic Affairs), President's Designee  
Victoria Brown, Student Designee

**Committee Meetings**

The WID/WAC Committee met four times during the 2010-2011 Academic year. The meetings were held on the following dates: October 13, November 10, April 6, and May 18. 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, Prof. Wendy Ford, in preparing the minutes. When Prof. Ford was unable to attend a meeting, Prof. Marvin Gayle acted as Secretary. In addition, four waiver requests were coordinated via email in January and February 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.

At the end of the year, the Committee made clarification edits to the wording of the charges of the WID/WAC Committee. Inconsistencies were corrected between the Committee's listed charges and the Guide for Committee WID/WAC Members. These changes will be submitted to the Bylaws Committee at their meeting in September.

The Committee made no further recommendations to the QCC Academic Senate during the 2010-2011 Academic year.

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

The Committee made no recommended changes in the criteria for a writing intensive (WI) class to the QCC Academic Senate during the 2010-2011 Academic year.

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

Dean Michele Cuomo from Academic Affairs attended the first Committee meeting on October 13, 2010 to update the Committee on changes to the training of new WI faculty that took place over the summer of 2010. These changes were made in conjunction with the Director of the WID/WAC Program, Prof. John Talbird, in efforts to shorten the training period to one semester while ensuring the content of the training. Prof. Talbird kept the Committee informed throughout the year of the WI training program. In addition, online WID/WAC training was continued in the current academic year lead by Prof. Jeff Jankowski to accommodate the schedules of faculty who found it difficult to participate in face-to-face training.

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

The Committee spent less time this Academic year compared to last year 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. It was also noted that several WI courses were 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. In total twenty waivers were granted and three denied. The Committee acknowledges the considerable time Dean Paul Marchese from Academic Affairs spent in preparing the cases for the Committee.

**(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-certified class sections and instructors. All course offerings with WI designations during Fall 2010, Spring 2011, and Summer 2011 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 WI Program kept the committee informed of the status of the faculty teaching the 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 WI 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.

### **Assessment of the Writing Intensive Program**

At the request of the Office of Academic Affairs, the WID/WAC Committee of the Academic Senate of Queensborough Community College coordinated an assessment of Student Learning Outcomes (SLO) in Writing Intensive courses during the Spring 2011 semester. The assessment included WI courses from six departments: Art & Design; Business; Health, Physical Education, and Dance; Mechanical Engineering and Design Drafting; Nursing; and Speech, Communication, and Theater Arts.

To conduct the assessment the WID/WAC Committee, in consultation with Committee member and CATW certified instructor Jilani Warsi, unanimously decided to use the new CATW (CUNY Assessment Test of Writing) rubric to assess student writing. The assessment took place once at the beginning of the semester and once at the end (the pre-test and post-test). For the purposes of this study, the students' writing was assessed by CATW certified evaluators using the CATW rubric. Overall, 32 percent of students improved their scores by at least 12 percent when comparing pre-test scores with post-test scores.

The WID/WAC Committee was pleased to have developed this first study of Student Learning Outcomes in WI Courses. The WID/WAC Committee supports the continued assessment of the WI Program as an important area of sustained assessment efforts at Queensborough. The WID/WAC Committee Chair was informed by the Chair and Vice-Chair of the Academic Senate Steering Committee that future assessment of the WI Program should be conducted by a body other than an Academic Senate Committee. Please see the website for the QCC Academic Senate for the full report.

### **Matters of Interest**

- As Professors Wendy Ford, Jilani Warsi, and Lawrence Bentley will be leaving at the end of the 2010-2011 Academic year, the Committee would like to thank them for their service.
- The Committee welcomed Professors Karan Mohan Puri, Julia Rothenberg, Edward Volchok, and alternate Julie Pigza (the Steering Committee designee) who will serve on the Committee during the 2010-2011 Academic year. However, since our last Committee meeting on May 18th, Prof. Volchok resigned because he was elected to the Committee on Committees. The Committee on Committees then appointed Julie Pigza as a full member and Lawrence Bentley as alternate and Steering Committee designee. The Committee welcomes Prof. Bentley's return.
- For the upcoming 2011-2012 Academic year, Prof. Kathleen Wentrack and Prof. Marvin Gayle will be remaining on the Committee. Prof. Wentrack was reelected to serve as Chair and Prof. Puri was elected as Secretary.

- Prof. John Talbird, Director of the WI Program, will be on sabbatical next year. Prof. Megan Elias will be the Director of the WI Program during the 2011-2012 Academic Year. Prof. Jeff Jankowski will remain as Director of the Online Training portion of the WI Program.
- The Chairperson would like to thank all members who served on the Committee throughout the academic year.

Respectfully submitted,

Dr. Kathleen Wentrack  
Chair, 2010-2011