

1 San José State University
2 Academic Senate
3 Organization and Government Committee
4 October 5, 2015
5 Final Reading
6

AS 1551

7 Policy Recommendation
8 Modification of Writing Requirements Committee Membership
9

10 Legislative History: Rescinds S03-2 which amended S95-5. S03-2 had amended sections E1
11 and E2 of S95-5 which specified the composition and selection process for the Writing
12 Requirements Committee.
13

14 Whereas: SJSU's commitment to writing has resulted in a significant number of faculty
15 hires and changes in areas of responsibility for writing programs; and

16 Whereas: The Writing Programs Administrator (WPA) plays a significant role in
17 establishing a strong frosh composition program at SJSU yet is not currently a
18 voting member of the Writing Requirements Committee (WRC); and

19 Whereas: The Writing Across the Curriculum (WAC) Director also plays a significant role
20 in supporting and coordinating SJSU's writing across the curriculum program,
21 particularly as it is expressed through 100W and other university-wide writing
22 programs yet is not currently a voting member of the WRC; and

23 Whereas: Some administrative offices and positions have changed title since the original
24 committee composition was written; and

25 Whereas: The WRC has rarely, if ever, been able to fill both student positions on the
26 committee, a difficulty that has been made more complex by the requirement that
27 one student must have learned a language other than English as his or her first
28 language; and

29 Whereas: In the spirit of our commitment to improving writing and the transfer experience
30 for all students, the WRC has created the possibility for ongoing meaningful
31 dialogue and communication with community college partners through the
32 establishment of a semi-annual community college partners luncheon focused on
33 writing; therefore be it

34 Resolved: That University Policy S03-2, be rescinded and replaced with the revisions
35 detailed below to amend Sections E1 and E2 of S95-5.
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37

38 Rationale: The WPA and WAC are faculty fully engaged in issues related to student writing. The
39 WPA was hired in 2014 to run frosh composition and the WAC Director was to support and
40 coordinate writing across the curriculum, particularly 100W.
41

42 The title changes proposed reflect the consolidation of undergraduate and graduate studies and
43 the change in title to Student Academic Success Services. The current charge states "campus
44 writing coordinator and/or Writing Skills Coordinator..." We have no designated "campus
45 writing coordinator" (the WAC Director effectively fills that role) so that terminology has been
46 deleted.

47
48 Current composition calls for two students, one of which “shall” have a language other than
49 English as first language. However, given the difficulty in getting students to serve, this proposal
50 allows for greater flexibility so as to encourage student participation on the committee with a
51 preference for one position to go to a student whose first language was not English. Similarly,
52 inserting “undergraduate or graduate” encourages both types of students to be on the committee.
53

54 Currently, S03-2 calls for a representative from each of the community colleges in our service
55 area. In lieu of having people serve on the committee, which has been impossible to accomplish
56 given workloads and schedules, we have created a standing, semi-annual meeting to which
57 community college deans and their writing chairs and/or coordinators are invited. As such, we no
58 longer need to have the non-voting representatives from each community college, a system that
59 has never worked and has not had representation.
60

61 Finally, changing the process for selection of college faculty representatives allows for greater
62 transparency with regard to the opportunity to serve on the WRC
63

64 Approved: 9/28/15

65 Vote: 8-0-0

66 Present: Grosvenor, Mathur, Curry, Gleixner, Shifflett, Elmiarri, Becker, Beyersdorf

67 Absent: Laker
68

69 Financial Impact: None expected

70 Workload Impact: No change from current situation.
71

72 E.1 The University Writing Requirements Committee (WRC) shall be an administrative
73 committee reporting to the Board of General Studies. The committee shall be composed of the
74 following:
75

76 College Dean (EXO; WRC Chair; Appointed by the Provost)

77 SJSU Writing Programs Administrator (WPA) (EXO)

78 SJSU Writing Across the Curriculum (WAC) Director (EXO)

79 AVP, Graduate & Undergraduate Programs or Designee (EXO)

80 Director of Testing (EXO; non voting)

81 SJSU Writing Skills Coordinator (EXO; non voting)

82 AVP Student Academic Success Services or Designee (EXO; non voting)

83 1 faculty member from the University Library

84 1 Faculty, Applied Sciences & Arts

85 1 Faculty, Business

86 1 Faculty, Education

87 1 Faculty, Engineering

88 2 Faculty, Humanities & the Arts with one from the Department of Linguistics and Language
89 Development

90 1 Faculty, Science

91 1 Faculty, Social Sciences

92 2 students (undergraduate or graduate) who have satisfied the Written Communication II
93 requirement, one of which shall, preferably, have experience with ESL learning.
94

95 E. 2 Recruitment and Appointment of Members

96
97 Faculty members will serve a 3-year term with the possibility of renewable for one additional 3-
98 year term if selected. Student members will serve a renewable 1-year term. Recruitment to
99 serve on the Writing Requirements Committee will be done through the normal Committee on
100 Committees process for the seats designated for faculty members and students. When there are
101 multiple applications for a seat the Executive Committee of the Academic Senate will select
102 individuals to serve. In considering potential WRC members, attention should focus on the
103 person's experience and engagement in activities related to student writing.
104

105 E.2.a Interim Appointments.

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107 When a seat will be vacant for no more than 1 semester (e.g., sabbatical) an interim appointment
108 can be made following normal committee on committee processes. Any seat that will be vacant
109 for a year or more will require a replacement for the remainder of the term associated with that
110 seat.
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112 E.2.b Replacing Members

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114 If a member is absent from three regularly scheduled committee meetings in an academic year,
115 the chair of the WRC may request that the Associate Vice Chair of the Senate initiate action to
116 recruit a replacement. If a member repeatedly does not perform assigned committee duties, the
117 chair of the WRC may request that the Associate Vice Chair of the Senate initiate action to
118 recruit a replacement.