



**S03-2**

At its meeting of March 17, 2003, the Academic Senate passed the following Policy Recommendation presented by Mengxiong Liu for the Organization & Government Committee.

**Policy Recommendation**  
**Writing Requirements Committee Composition**

**Amends S95-5**

Whereas: the Writing Requirements Committee has two essential functions: 1) to serve as an oversight committee for issues and policy matters regarding competence in written communication including writing across the curriculum and 2) to review courses submitted to the Board of General Studies (BOGS) for approval to meet the Written Communication II (100W) general education requirement; and

Whereas: it would be desirable to bring the policy into accord with current individual and organizational assignments in order to provide clearer linkages between the committee and College writing responsibilities; and

Whereas: full representation of all of the community colleges in our region is not a requirement in the current policy; and

Whereas: the size and composition of the committee does not facilitate the second essential function, i.e., reviewing courses submitted for general education credit; and

Whereas: it is essential that the distinction between policy making and implementation roles be maintained by granting voting rights to individuals in the former and consultative functions to the latter; now therefore be it

Resolved: that the following be substituted for Sections E.1 (a-h) and E.2 of S95-5 (which replaced S79-22):

E.1 The University Writing Requirements Committee (WRC) shall be an administrative committee reporting to the Board of General Studies. Except where identified by office or position, its members shall be appointed by and serve at the pleasure of the Provost. The committee shall be composed of the following:

- a. a college dean who shall serve as chair

- b. a faculty member from the English Department (nominated by the department)
- c. a faculty member from the Linguistics and Language Development Department (nominated by the department)
- d. a member representing the interests and concerns of writing courses and programs in each of the seven remaining colleges (nominated by the chair of the WRC after consultation with the college dean)
- e. a library faculty member (nominated by the dean of the library)
- f. the Associate Vice President for Undergraduate Studies (or designee)
- g. two students who shall have already satisfied the Written Communication II requirement. One shall be a student for whom English was not the first language learned.

E.2 After appropriate consultation with the community colleges, the Provost shall also appoint a representative of writing programs in each of the community colleges in the university's service area to serve as a non-voting consultant. The Director of Testing, the campus writing coordinator and/or the Writing Skills Coordinator, and the Director of Academic Services (or designee) shall also serve as non-voting consultants.

Approved: February 3, 2003  
Present: Connolly, Desalvo, Dresser, Liu, Miura, Onkvisit, Singh, Stacks, Yen  
Vote: 9/0/0  
Financial Impact: None

**ACTION BY THE UNIVERSITY PRESIDENT: Approved by President Robert Caret 4-9-03**