Members present: Tamra Donnelly (staff), David Fencsik, Sally Murphy, Sarah Nielsen, Sue Opp, Margaret Rustick, John Whitman, Andrew Wong

1. M/S/P (Murphy/Fencsik) to approve minutes of 4/30/13.

2. New questions have been submitted to Sally Baxter (the chief reader); the investigation into dishonesty issues is ongoing.

3. Rustick distributed a copy of a proposed procedure to approve graduate courses for satisfaction of the UWSR. Background information and steps for approval were discussed. Tracking which courses satisfy the UWSR will be necessary.

   Members discussed the additional monitoring of writing intensive courses, to ensure that course design is being implemented. The committee recommends sampling student work from three programs before any further decisions are made.

4. Rustick distributed the results of a survey of writing coordinators in the CSU. Responsibilities and titles vary widely.

5. Nielsen agreed to contact English Department Chair regarding enforcement of ENGL 1002 as prerequisite for ENGL 3000/1, effective fall 2014.

6. Agenda items for fall:
   a. Move forward on Writing in the Discipline
   b. Review graduate data re UWSR

Minutes prepared by Tamra Donnelly

Respectfully submitted,

David Fencsik, Secretary