

**WESTERN MICHIGAN UNIVERSITY
FACULTY SENATE**

**INTELLECTUAL SKILLS PROGRAM ADVISORY COMMITTEE
Minutes of Tuesday, December 19, 2017**

Members Present: Marilyn Duke, Kerrie Harvey, Deanna Roland (for Susan Piazza), Jan Gabel-Goes, Leah Omilion-Hodges, Kirsty Eisenhart

Members Absent: Kim Ballard, Jonathan Bush

The meeting was called to order at 1:02 p.m. by Chair Duke. A quorum was present.

PROCEDURAL ITEMS

Acceptance of the Agenda

A motion was made by Harvey, seconded by Roland, to approve the agenda as presented. Motion carried.

Approval of the Minutes

A motion was made by Eisenhart to approve the minutes of Tuesday, November 21, 2017, seconded by Roland, (no corrections needed). Motion carried.

Announcements/Chair's Remarks

Roland announced a proposal has been put forth to change the course title of LS 1040 to Effective College Literacy Strategies beginning with the 2018 catalog.

Duke is in discussions with the Office of Information Technology and Steve Booher in First-Year Experience regarding the use of a self-directed placement for both reading and writing placement for 2018 FTIACS.

ACTION ITEM/DISCUSSION/INFORMATION

Directed Self-Placement (DSP) questions were reviewed and discussed. The format and procedure of other institutions with a long-running history of DSP was also reviewed and discussed. It was decided that one instrument should be used to assess both reading and writing. The logistical issues that need to be addressed in moving to DSP were identified and discussed

LS 1040 was discussed. The course is moving to a uniform syllabus. It is also approaching the course in a manner that allows for course activities to be completed through application to a student's other academic courses.

Discussion of the Higher Learning Commission requirement that undergraduates may not teach courses is not new; institutions are now required to report on this matter. We know we are out of compliance on this for the current semester as WMU transitions out of using upper-level undergraduates for remedial course instruction.

Subcommittee Follow-up

Review of syllabi for skill-building courses. – Syllabi for these courses have all been obtained for review.

Development opportunities for faculty teaching skill-building courses and baccalaureate writing review – A baccalaureate writing representative will be needed for this committee for the 2018-19 academic year. Nominations of faculty to approach are being sought.

ADJOURNMENT

A motion was made by Eisenhart to adjourn the meeting and seconded by Gabel-Goes. Motion carried. The meeting adjourned at 1:57 p.m.

Submitted by:

Kerrie Jo Harvey

Next meeting:

January 16, 2018

1 p.m.

1353 Ellsworth Hall