The meeting was called to order at 3:40 pm. Melanie McKay thanked the WAC committee members for their attendance.

Melanie McKay will schedule two meetings for the WAC Advisory Committee in the fall 2004 and spring 2005. The five-year plan must be reviewed before December, 2004. Beth Orgeron volunteered to assist Melanie McKay with the WAC five-year plan this summer.

Melanie McKay asked the WAC Advisory Committee to identify the top four candidates for WAC Fellowships, with two runners up out of the pool of 12 candidates. Robert Bell will interview the winners and offer them the WAC Fellowships for 2004-05. Avia Morgan had Mary McCay’s evaluations and votes.

The committee chose the following candidates as the top four: Zack McGar, Lauren Thomassie, Hannah Webster, and Michelle Bergeron. Chosen as the two runners up were Kate Scott and Katherine Faust. The next highest candidates were determined to be Nicole Wroten and Crystal Schouest.

Melanie McKay explained that the WAC Fellows are required to enroll in a one-credit tutor training course during their first semester on staff. During this time, Fellows are not allowed to tutor, but are encouraged to sit-in, observe, and listen to the senior tutors. In the second semester, they are required to attend review meetings to continue the peer-tutoring training. Melanie McKay is working on a course proposal for a grammar-intensive second-semester training course, which she hopes to submit to the department for the before her sabbatical leave in spring 2005.

The meeting adjourned at 4:50 pm.