MINUTES
WRITING ACROSS THE CURRICULUM ADVISORY BOARD
MEETING
May 14, 1998

Presiding: Mary McCay

Attending: Barbara Ewell
Larry Lorenz
Cassandra Mabe
Jan Melancon
Doreen Simonsen
Melanie McKay
T.R. Mooney
Avia Morgan

Absent: Michelle Kirtley
Paul Fallavollita
Pat Hugg
Mary Sue Morrow

I. New Business:

II. A. Melanie McKay met the new dean of Arts and Sciences and he will give WAC the support it needs from the college.

B. Mary McCay has two faculty computers networked and will possibly have one more faculty member networked. This encourages faculty members to incorporate computers into their classes.

C. Melanie McKay stated that more information has been added to the WAC website, which includes citing electronic sources. She reminded the board that Purdue University, Pollytech and the University of Texas at Austin have over one hundred and fifty instructional handouts included on the WAC website. These handouts assist the students with grammar, how-to-write and citing electronic sources.
D. T.R. Mooney discussed the Library's web site and suggested that students can locate citing electronic sources on the computer.

E. Melanie McKay opened discussion of various ways of telling students how to cite electronic sources. Doreen Simonsen pulled up the Purdue OWL cite. Melanie McKay suggested that students could use a book however, they prefer to use computers. The WAC lab tutor can assist students with their special needs.

F. Melanie McKay also suggested the World Lecture Hall is an electronic cite where colleges post their syllabi for review. Randy Babett, from Georgetown College incorporates technology to teach students.

G. Melanie McKay met the new dean of Arts and Sciences, Dr. Frank Scully. Melanie McKay proposed that WAC would be a great cite to promote teaching with technology. WAC would sponsor a teaching with technology workshop and have previous faculty members discuss their experiences. Melanie McKay asked Dean Schully to support this idea and stress its importance to the other faculty members.

H. Melanie McKay suggested contacting the following faculty members who have used WAC services: Paulette Richards, Barbara Ewell, Stamnos Karamouzis, Mark Fernandez, Davina McClain, Jim Hobbs and Ken Messa.

I. Melanie McKay discussed the "Front Page" feature to assist departments in creating their own web pages. Melanie McKay and Barbara Ewell attended the Epiphany Conference. This conference enhanced their computer knowledge. Barbara Ewell discussed the different conferences available to computer users of all levels. Melanie McKay will set up a listserv for the WAC Advisory Committee.

J. Larry Lorenz asked if Front Page is similar to PageMel and Melanie McKay responded that PageMel is a different program, but is similar to Front Page. Melanie McKay stated that Front Page was added to the WAC lab's program so those faculty members could use it for their individual class assignments.
K. Mary McCay discussed the first meeting with Arts and Sciences' chairs and re-access the current web pages. Doreen Simonsen discussed the Library's workshops where people create their individual web pages. Jim Hobbs from the main library is currently working on a standardization of web pages at Loyola.

L. Barbara Ewell suggested the WAC workshops could start with simple documentation format. Melanie McKay suggested the dean of Arts and Sciences to co-sponsor these workshops. They would feature how writing, research and technology work together.

M. Larry Lorenz suggested contacting Ken Messa who is the assistant chair of Mathematics and Computer Sciences to teach one of the WAC workshops.

N. Melanie McKay proposed to Dean Schully that WAC be incorporated with Computer Across the Curriculum. Doreen Simonsen stated the fastest versions of MLA and APA does not include electronic citation. Doreen Simonsen included these two citations in the Loyola's Library Home Page. She suggested that Loyola's faculty create their own page with correct electronic and book citations. This page should be concise, yet accurate, stating in as few words as possible.

O. Larry Lorenz suggested an excerpt from a web page and under it shows exactly how to cite it. Larry Lorenz asked T.R. Mooney if she talks to the students and shows them how to evaluate a web site. Melanie McKay discussed Kate Adams' class assignment where students look over militia web sites and legitimate web sites and asks them to evaluate both.

P. Barbara Ewell discussed Wittner University's web page, which displays a step-by-step routine in evaluating web pages. This has assisted her students in helping them to evaluate web sites. Melanie McKay discussed the WAC Advisory Board listserv to send ideas and suggestions.
Q. Larry Lorenz asked Melanie McKay what was Dean Schully's response to WAC and its purpose. Melanie McKay stated that it is still a new concept with Dean Schully and he was very responsive. Melanie McKay further stated that Dean Schully is willing to send out a memo encouraging the WAC faculty workshops. Melanie McKay suggested a meeting with Dean Schully and several WAC Advisory Board members, preferably the end of July or the first week of August.

R. Doreen Simonsen and Melanie McKay will collaborate a preliminary handout including citing electronic and book sources. This handout will be forwarded to WAC Advisory Board members for input. Melanie McKay will set up a meeting with Dean Schully and notify all WAC Advisory Board members.

The meeting adjourned at 1:45 pm.