

**Minutes of the GVAR Committee Meeting
December 3, 2010
ASU 311**

In attendance: Colleen Dunagan, Susan Platt, Linda Sarbo, Rick Tuveson, Karin Griffin, Mark Wiley, Rebekha Abbuhl,

- ii. Change order of items listed to reflect the writing process etc.
- iii. Add box that says “All of the above”.
- iv. Add a statement on page two, saying “Students are receiving enough writing instruction.” And then adding boxes to check “Agree”, “Disagree” etc.
- v. Van Novack (Institutional Research) maintains an accurate list of all faculty and student emails and could send the questionnaire out to all of them. He will need to get permission from Tom Enders for the student email. Google Documents automatically tallies the data and Rebekha can review/monitor. Agreed to send the questionnaire out during the second week of classes. And mention to Lynn Mahoney that we are planning on moving forward with the questionnaire.
- vi. Suggestion to modify language on student questionnaire under what do you struggle with the most: change “writing process” to “planning and “; modify order of items as on the faculty one. Split “evaluating and incorporating source materials” into “Evaluating source materials” and “Incorporating source materials – paraphrasing, quoting, summary”. Revisedg-12 (a) -7 (t) -4 (e) -7 (r) -5(i) -4 (/Fd) .664