



UNIVERSITY OF SOUTH ALABAMA

MEMORANDUM

Academic Affairs

DATE: August 14, 2008

TO: Patrick J. Eck Showalter (Chair), Jeanne McLeanne Magee (IMCQB), Larry Beason, Stephanie Pa... George Boyerize, Marie Puma (A/), Beth Shepard (Chair, General Education), Pat Cesarini (A/), ... Susan Ferguson (EDUC), Laura War...

FROM: Andrew M. Kent, Ph.D., Executive Vice President

Handwritten signature: Andrew M. Kent

SUBJECT: Writing Committee

I am pleased to announce the formation of the Writing Committee. The committee will meet on a regular basis to discuss writing-related issues and to coordinate writing-related activities across the University. The committee will report to the University Senate.

- Annually assess and report on the accomplishment of written communication outcomes
- Annually review and update the "W" website, as needed
- Annually review and update "W" courses
- Develop and implement a plan for "W" courses
- Approve "W" courses

The website for the Writing Committee is located at the following URL: <http://www.usouthal.edu/writing>. Please visit the website for more information.

AMK:abg