



UNIVERSITY OF SOUTH ALABAMA

MEMORANDUM

Academic Affairs

DATE: August 14, 2008

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

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

SUBJECT: Writing Committee

*AK*

I am pleased to ...  
ac ...  
meetings. The committee ...

- 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" policy, as needed
- Develop and implement a plan for ... "W" courses
- Approve "W" courses

The w ...  
or ...  
please let ...

AMK:abg