



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. Adams
George Boyerize
Marie Burns (A/), Beth Shepard (Chair, General Education)
Pat Cesarini (A/),
Gail...
Amy...
Susan Ferguson (EBO), Laura...

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

AK

SUBJECT: Writing Committee

I am pleased to announce the formation of the Writing Committee. The committee will meet on the following dates:

- 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 new "W" courses
- Approve "W" courses

The website for the Writing Committee is located at the following URL: [http://www.usouthal.edu/writing](#). Please let me know if you have any questions.

AMK:abg