

### **Graduation Writing Assessment Requirement Committee (GWARC) Charge**

This Policy Statement was recommended by the Academic Senate on January, 22, 2026, and approved by the President on March 12, 2026.

(supersedes PS 12-12 and 04-06)

### **Graduation Writing Assessment Requirement Committee (GWARC) Charge and Membership**

#### **1. RESPONSIBILITIES OF THE GRADUATION ASSESSMENT WRITING REQUIREMENT COMMITTEE (GWARC)**

- 1.1 The GWARC will review all Graduation Writing Assessment Requirement (GWAR) courses to assist faculty with effective writing instruction, and advise the Provost on policies and procedures, quality and characteristics of writing courses, and assessment of student writing in the majors.
- 1.2 The duties of the GWARC shall include, but not be limited to, the following:
  - Report to the Curriculum and Educational Policy Council (CEPC) of the Academic Senate
  - Establish and disseminate preferred qualifications for faculty being considered for teaching GWAR courses, such as background in teaching writing, or other evidence of experience in developing academic, professional, or public writing skills
  - Approve and continue to monitor GWAR courses by reviewing GWAR applications and conducting systemic reviews of existing courses
  - Coordinate implementation of GWAR courses with the General Education Governing Committee (GEGC)
  - Recommend professional development processes developed for faculty who will teach GWAR courses
  - Assess the GWAR program at CSULB periodically to determine the state of writing instruction at the University, consistent with the policy on Institutional Assessment and Program Review
  - Advise colleges, in coordination with the GWAR Coordinator, in developing additional courses for the GWAR
  - Oversee development and the distribution of information, training, and resources to students, faculty members, and advisors about policies and procedures for meeting the GWAR
  - Consult with any university offices that represent populations of students, faculty, staff, or administrators that may be significantly affected by a proposed change to

the GVAR

- Oversee and regularly recertify GVAR courses
- Requests for exceptions to the GVAR shall be made to the GVARC.

## **2. GRADUATION WRITING ASSESSMENT REQUIREMENT COMMITTEE MEMBERSHIP**

2.1 Membership of the GVARC shall include the following (\*These will serve as ex-officio, non-voting members):

- Provost and Senior Vice President for Academic Affairs (or designee)\*
- GVAR Coordinator\*
- Executive Director for International Education and Global Engagement\*
- Associate Vice President for Enrollment Services\*
- Representative from the University Advising Council, selected by that Council\*
- CEPC liaison\*
- Representative from GEGC\*
- Two (2) faculty members from the College of Liberal Arts and one (1) faculty member from each of the other colleges, including the University Library and CPaCE. At least one (1) member shall have specific training, background, or expertise in teaching and assessing writing in second language learners. In addition, at least three (3) members but preferably all shall have experience or expertise in teaching and/or assessing courses with significant writing components.
- One (1) member representing the composition program coordinator (GE Area 1A) or the University Writing Center\*
- One (1) student member, selected by the Associated Students, Inc.

2.2 Faculty members shall serve staggered, three-year terms to ensure continuity. Members may serve consecutive terms.

2.3 The committee shall annually elect a Chair, Vice Chair, and Secretary.

2.4 The Provost (or designee) and the GVARC will jointly appoint the GVAR Coordinator to a three-year term. The GVAR Coordinator will have recognized expertise in writing instruction, literacy, or composition and rhetoric, and management or program oversight experience, and will receive reassigned time commensurate with their professional development, oversight, training, and/or assessment duties.

## **3. REPORTING**

3.1 The GVARC Chair will annually report the results of ongoing GVARC work to the Provost and CEPC.

Effective: Fall 2026