**New York City College of Technology**

The City University of New York

300 Jay Street, Brooklyn, NY 11201-2983

Department of English

**Date:** November 08, 2018

**To:** First Year Writing Committee(George Guida, Carrie Hall, Suzanne Miller, Jody Rosen, Patricia Rudden, Jennifer Sears, Aaron Barlow, Leigh Gold).

**CC:** Nina Bannett, Anne Leonard (Library)

**From:** Robert Lestón

**Re:** First Year Writing Curriculum Committee Meeting

**AGENDA**

1. Call to order.
2. Review and approval of minutes
3. Next meetings—29th, Dec. 11th
4. Chair’s Report
   1. Writing Program Cycle
   2. Website designs in progress
   3. Update on PD
   4. Update on Curriculum Development
5. Discussion of Revised SLOs and Working Curriculum Template