
Staff Attending: Jonathan Cisco, Amy Lannin, Jackie Thomas, Lina Trigos-Carrillo.

Meeting called to order by chair, Alexandra Socarides at 9:02am

Approve Minutes
Ashlie Lester made a motion to approve minutes.
Minutes approved by voice vote.

Subcommittee Reports
Educational and Social Sciences Subcommittee
ESS subcommittee chair, Ashlie Lester, reported that the subcommittee reviewed 14 proposals. All proposals were approved by the subcommittee.

Humanities and Arts Subcommittee
Campus Writing Program Coordinator, Lina Trigos-Carrillo, reported that the subcommittee reviewed 7 proposals. All proposals were approved by the subcommittee.

Natural and Applied Sciences Subcommittee
NAS subcommittee chair, Andy Winholtz, reported that the subcommittee reviewed 9 proposals. They asked for clarification regarding group writing and course description on 3 proposals. All courses were subsequently approved by the subcommittee.

Ashlie Lester made a motion to approve the subcommittee reports.
Reports approved by voice vote.

Advisory Group
Amy Lannin reported that the Advisory Group will be reviewing and approving course proposals via email over winter break. The advisory group is the Board chair, Subcommittee chairs and CWP staff. Lannin asked anyone to let her know if they wouldn't be available and she would look for a replacement board member to review proposals.
Writing Intensive Project Awards/Teaching Excellence Awards
Amy Lannin reported that an email will be sent out on Friday, December 16th with the call for proposals for the Writing Intensive Project Awards and the Teaching Excellence Awards. She stated that a few changes have been made to the WIPA CFP, such as encouraging graduate student involvement. Lannin explained that there are two Teaching Excellence Awards. The Win Horner Award is $1500 and there are 5 Teaching Excellence Awards at $500 each. These awards are a way to honor WI faculty who are exhibiting exemplary teaching at MU.

CIM Database
Jonathan Cisco reported that CWP continues to have issues with back end access to the database. The database team has contacted the CEO of Leepfrog, and we expect to hear something this week. The front end issues have mostly been narrowed down to browser compatibility issues. He also reported that the database team has now created a query in MyZou that will help CWP with OTS reporting.

Funding Update
Jonathan Cisco reported that Jim Spain asked CWP to give an estimate on the OTS funding for AY 16-17. The estimated total for this year is $793,781. Last year, the total was $876,000, so this is an estimated 10% decrease. Cisco stated that a decrease was not expected this year but with a drop in enrollment and departments accommodating those lower numbers it has affected the number of WI courses offered and enrollment in WI. The budget office has not yet informed CWP of the allocation for next year. The plan going forward is assume the current allocation of $656,000 is the amount that will be received. Since this is a significantly lower amount than what has been transferred to departments in the past, the funding subcommittee will be looking at priority 1 courses to fund, and funding for priority 2 and 3 courses will be requested from the budget office. Priority 1 courses are courses that serve students across campus and are primarily 1000 and 2000 level courses; priority 2 courses are courses required for students’ programs; priority 3 courses are courses that only serve a department and are not a requirement for a major.

Amy Lannin stated that the bottom line is that CWP will be more aware of the funding needs rather than distributing funds based on a blank check method that has been used in the past.

Lisa Sattenspiel asked if the funding subcommittee will remind upper administration that it’s getting harder to cover WI courses because the costs to pay graduate students is getting higher. Jonathan Cisco responded that he is confident that these concerns will be addressed since the funding subcommittee is made up of faculty who are facing these same challenges.

Amy Lannin asked that the Board members share with their department chairs that proposals for Fall 2017 need to be submitted by January 30th to be considered for priority funding. The funding subcommittee will meet in February to discuss funding for Fall 2017 courses.
New Business
Alexandra Socarides reported that A&S has launched the Diversity Intensive requirement. The DI requirement is incorporating the theme of social inequality into a course. This is a requirement for graduation for all incoming Fall 2017 freshmen in A&S. A&S is one of the first colleges on campus to initiate this requirement, but the idea is that this will move to a campus wide requirement. She stated that they are modeling their program after CWP. April Langley is the chair of the Diversity Initiative committee. Sixty-six proposals have been submitted and there will need to be many more DI courses to serve the incoming freshmen. Socarides stated that the Campus Writing Board will want to think about how WI and DI can work together and she will monitor the DI committee and report to the Board when there are opportunities to work together.

2016 Review
Amy Lannin thanked the Board members for their service this semester. She reported that 2016 has been a busy year. In addition to CWP’s regular programming and activities, CIM Term launched and has required a large investment of time by the staff, funding work has been a significant focus, and Dr. Trigos was hired and has completed a series of ESL workshop that were very well attended. She concluded that after discussing with the subcommittees that CWP will continue with writing retreats, the mentoring program, videos, and possibly have the opportunity to help some departments with additional funding when it is requested.

Upcoming Events
Amy Lannin reported that the following events will be held in January:

January 5-6, 2017 - Two Day Winter Writing Retreat
January 10-11, 2017 – Faculty Writing Intensive Workshop
January 13, 2017 – TA Writing Intensive Workshop
January 10-13, 2017 - Teaching Renewal Week (sponsored by the Vice Provost for Undergraduate Studies).

Alexandra Socarides adjourned the meeting at 9:35am.

Respectfully submitted,

Jackie Thomas, CWP Administrative Assistant