
Staff Attending: Jonathan Cisco, Amy Lannin, Jackie Thomas.

Meeting called to order at 8:56am.

**Approve Minutes**
Julija Sukys made motion to approve minutes.  
*Minutes approved by voice vote.*

**Subcommittee Reports**
**Educational and Social Sciences Subcommittee**
Campus Writing Program Assistant Director, Jonathan Cisco, reported that the subcommittee reviewed 22 proposals. The subcommittee requested additional information on 6 proposals. All proposals were subsequently approved by the subcommittee.

**Humanities and Arts Subcommittee**
HA Subcommittee chair, Benyamin Schwarz, reported that the subcommittee reviewed 18 proposals and all were approved.

**Natural and Applied Sciences Subcommittee**
NAS Subcommittee chair, Andy Winholtz, reported that the subcommittee reviewed 16 proposals. The subcommittee requested additional information on 1 proposal. All proposals were subsequently approved.

*All committee reports were approved by voice vote.*

**Writing Intensive Project Awards**
Campus Writing Program Director, Amy Lannin, presented the 3 proposals for the Board to vote on for funding from the Writing Intensive Project Awards. Lannin reported that the total amount still available is $35,000.
Martha Kelly
Project Title: Guest Speakers for WI Courses
$500
Comments: Campus Writing Board encourages the speakers to be recorded.
Motion to approve by Benyamin Schwarz
Vote: All approved by voice vote.

Michael Marlo
Project Title: Grammar Bootcamp
$5000
Comments: Amy Lannin reported that in the subcommittee meetings that the feedback was consistent. Dr. Marlo changed his proposal to include that the funds will be for research assistants.
Motion to approve by Andy Winholtz
Approved by voice vote.

Caroline Brock
Project Title: Instructor Perspectives on Incorporating Diversity and Inclusion in Writing Intensive Courses at Mizzou
$5000
Comments: Caroline Brock reported that this project is trying to highlight how diversity and inclusion is included in courses. She plans to invite the Campus Writing Board members to participate in the study and in particular focus on classes that have enrollment at 50 or above. The end product will be submission of a journal article in a journal that is accessible at the University. She will also lead a CWP workshop for WI instructors and will be in contact with the Diversity and Inclusion office at MU. The funds from this award will pay for graduate students.
Motion to approve by Andy Winholtz.
All approved by voice vote.

General Discussion about Writing Project Awards
Peter Motavalli asked if this award could be opened up to graduate students. Examples of graduate student’s projects would be $500 incentive for doing research and case studies and providing a forum for graduate students to present.

Amy Lannin stated that CWP will include language in the Call for Proposals that includes graduate students.

The Spring deadline for proposals in February 14, 2017.
**CIM Course Proposal System**
Jonathan Cisco reported that many WI instructors were affected by the Registrar’s policy of dropping students from a course that flagged as WI in MyZou. They have now changed the policy and students will not be dropped from a course once the WI designation has been applied to the course.

Cisco reported that the course list on the CWP website now has to be done manually since this data is not readily accessible in the new system. The database team is aware that this is a priority. He asked the Board to report any errors to him as they run into as they are submitting course proposals.

Carlynn Trout mentioned that when a course that is normally a WI course isn’t flagged in MyZou in time for early registration this causes issues for the advisors and students. Cisco responded that CWP sends out two emails to the instructors who haven’t submitted a proposal when we show a record that a course is normally taught as WI.

Julija Sukys asked if a WI course could be approved every 3 years instead of each semester. Cisco responded that the pedagogical reason to require proposals each semester is that it makes sense for instructors to spend a few minutes reviewing their WI course and making any changes. The logistical reason is that CWP and the Registrar’s office simply do not know if a course is going to be taught as WI for any given semester unless we receive the proposal. Amy Lannin added that this is a question we often hear from faculty when we visit with them. When visiting with other writing programs they say that when a course is approved as WI for multiple years that it goes off their radar and they often forget that they are teaching it with the writing components.

**Funding Model**
Jonathan Cisco reported that preliminary OTS figures are 11% lower this year. In Fall 2015, OTS was $406,000 and the estimate for Fall 2016 is $360,000. For Fall 2016, the enrollment in WI courses dropped by 1.5% and this was an unexpected decrease in OTS as it wasn’t expected for another year or so. He added that CWP is now funding online self-paced courses and that the funds will come from Mizzou Online. Funding for these courses will be approximately $100,000 per year.

As of this meeting time, the budget office has not confirmed what the allocation for OTS will be for Academic Year 2017-2018.

Lannin reported that CWP has been in budget meetings with the Vice Provost. CWP will have approximately $20,000 in the E&E budget this year to use for a mentoring program, expansion of writing retreats or add to WIPA. Lannin has asked for the Board to give their endorsement on what these funds should be used for at the next round of subcommittee meetings and Lannin will report back at the December meeting.
Alex Socarides adjourned the meeting at 9:56am.

Respectfully submitted,

Jackie Thomas, CWP Administrative Assistant