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

Meeting called to order at 9:00am by Board Chair, Alex Socarides.

Welcome and Introductions
Alex Socarides introduced herself as the Chair of the Campus Writing Board for 2016-2017 and asked the members to introduce themselves.

Approve Minutes
Alex Socarides asked for a motion to approve or make corrections to the April 29, 2016 minutes. A motion to approve was made by Ric Wilson. 
Minutes approved by voice vote.

Overview of the work of the Campus Writing Board
Alex Socarides gave an overview of what the Board will be working on this year, including approving WI courses, reviewing writing intensive project award and teaching award proposals, as well as policy issues that arise. Socarides stated that she welcomes input regarding ideas of what the Board should address this year.

Subcommittee Reports
Educational and Social Sciences Subcommittee
Campus Writing Program Assistant Director, Jonathan Cisco, reported that the subcommittee reviewed 19 course proposals. The subcommittee requested additional information on 5 proposals. All proposals were subsequently approved by the subcommittee.

Humanities and Arts Subcommittee
HA Subcommittee Chair, Ben Schwarz, reported that 25 course proposals were reviewed. The subcommittee requested additional information on 5 proposals and subsequently all proposals were approved.

Natural and Applied Sciences Subcommittee
NAS Subcommittee Chair, Andy Winholtz, reported that 8 proposals were approved. The subcommittee requested additional information on 6 proposals and subsequently all proposals were approved.
Julija Sukys made a motion to approve all sub-committee reports. All reports were approved by voice vote.

**CIM Course Proposal System**
Jonathan Cisco gave an update on the new course proposal system that was implemented in September 2016 to replace the previous Filemaker system. The reason the Campus Writing Program (CWP) moved to the new database is because of lack of support from IT for Filemaker. Cisco stated that overall the database has received high praise, although there have been some challenges. Cisco stated that CWP is encouraging faculty to watch the video that explains how to use the system. The video is linked on the CWP website on the proposal page. Overall, the database provides ready access, including the ability to save work and come back at a future time to submit, ability to upload a syllabus, auto population of fields, additional export capabilities, and direct connection to MyZou and the registrar.

**Funding Model**
Jonathan Cisco gave an update on the status of the funding model. He reported that most of last academic year was spent working on a new funding model proposal. The current model of $110 per student over 20 is a blank check model and is not sustainable in the current economic climate on campus. Jim Spain asked CWP to explore new models early last year. A funding model task force was formed and created a new model, which was presented to the Budget Director, Rhonda Gibler, Provost Stokes and also to the Undergraduate Deans. The Task Force asked for an allocation of $850,000 to sustain what CWP has currently been transferring to departments. The current allocation is $737,000, but the enrollment surge funds have been used to cover the overage for many years. Currently, CWP is awaiting word on what the allocation will be. Cisco stated that the overall allocation will dictate the funding model used for department OTS transfers. Cisco remains optimistic that whatever the allocation is that the task force and subsequent funding subcommittee will do their best to make it work as equitably as possible for departments. The funding subcommittee will begin meeting in January 2017 and the new model will begin in Fall 2017.

Cisco gave a brief outline of how the funding subcommittee will prioritize funding for courses and stated that department chairs and advisors will be more involved with helping the funding subcommittee determine priority of WI courses for departments.

Priority 1 will be courses that serve the entire campus.
Priority 2 courses that are required by a department but not open to other students.
Priority 3 elective WI courses

**Writing Intensive Project Awards**
Amy Lannin, Director of CWP, reported that by early next week 3 award proposals and CFP will be sent to all the Board members to review. She stated that the subcommittees will discuss the proposals and that the full Board will vote on them at the November meeting. She noted that
some people at the meeting had already received awards in previous years such as Peter Motavalli and Caroline Brock. Both Brock and Motavalli expressed that it was a good opportunity to expand their teaching. Lannin stated that the award amount has dropped from a maximum of $10,000 to $5,000 this year due to budget cuts. She encouraged the Board members to think about questions they have as they review the proposals to discuss at the October subcommittee meetings.

**Teaching Excellence Awards**

Lannin stated the Board will be involved in selecting the winners of the CWP Teaching Excellence Awards that are presented in April. She asked if anyone would be interested in serving on that committee to send her an email. Rachel Harper suggested that one of the awards be reserved to recognize an outstanding Graduate Student.

**New Business**

Peter Motavalli said that he remembered a survey of alumni was completed by CWP in the early 2000’s and that this is something that CWP may want to do again in relation to funding and to provide impact of writing after graduation. He also stated that the new CIM system could potentially provide data to inform studies about CWP impact and the work done in WI courses.

Alex Socarides stated that another area to consider this year is doing more comprehensive reporting of scholarship that comes out of Campus Writing Program. Cisco stated that approximately 42 publications resulted from attendees of the Faculty Writing Retreats last year. Alex Socarides also stated that another area she would like to address this year is the teaching of writing in other languages different than English.

Lina Trigos-Carrillo reported that this semester CWP is holding a workshop series for ESL students and faculty who want to work on their writing. The topics of the series are how to improve academic writing (i.e. research articles) and writing in general, and to see how the program can support their writing.

Amy Lannin reported on October 20th is the National Day on Writing. CWP will have a table at the Student Center and will provide writing opportunities for students including writing marathons. An email with more information will go out to all instructors next week.

Alex Socarides adjourned the meeting at 9:55am.

Respectfully submitted,

Jackie Thomas, CWP Administrative Assistant