

AGENDA FOR WPA EXECUTIVE BOARD MEETING

Thursday, July 7, 2005, 2:00-5:00 p.m.¹

University of Alaska Anchorage, Commons Canary Room

and

Sunday, July 10, 2005, 10:00-1:00²

UAA, Cuddy Center

- I. Welcome; introduction of new Board members; contact information update**
- II. Approval of agenda;**
- III. Approval of minutes from EB meeting, San Francisco, March 16, 2005 (John Tassoni, Secretary *pro tem*)**
- IV. Treasurer's report (John Heyda)**
- V. Reports from Standing Committees**
 - a. *Publications Committee: Journal Report (Greg, Barry)
 - b. *Consultant-Evaluator Service Committee: Report from C-E Service Director (Deb Holdstein, in absentia)
 - c. Membership and Affiliate Committee
 - i. *Report from Membership Subcommittee (Bud Weiser)
 - ii. *Reports from Affiliates: Report from Philadelphia Area Writing Program Administrators (PAWPA)
 - d. Research Grant Committee
 - e. Conferences Committee
 - i. Status Report on Alaska Conference (Trish Jenkins and Jeff White)
 - ii. Report on planning for Chattanooga conference 2006 (Jennifer Beech)
 - f. Publicity Committee Digital WPA (Dave Blakesley)
 - g. *Nominating Committee (Shirley)
- VI. Reports from Ad Hoc Committees**
 - a. *CCCC Breakfast Committee Final 2005 Report (Lauren Fitzgerald)
 - b. *MLA 2005 Reception (Joe Janangelo)
 - c. *MLA Panels Programming (Joe Janangelo)
 - d. Media Committee/Network for Media Action Steering Committee (Dominic Delli-Carpini)
 - e. Awards and Recognitions Committee
 - i. *Subcommittee on 2003-2004 Best Article Award (Joe)
 - ii. Subcommittee on Recognitions (Joe)
 - iii. Other reports
- VII. Old Business and Reports from Special Committees:**
 - a. *Constitutional revision (Shirley)
 - b. Web Resource Project--AKA "Haswell Proposal" (Chris)
 - c. *Institutional home for WPA (Shirley)
 - d. Other Old Business?

¹ We will take a break at about 3:30 on Thursday

² We will formally adjourn no later than 12:00 for lunch and continue informally until no later than 1:00

VIII. New business:

- a. Information item: New Committee Membership Assignments (Shirley)
- b. *Action item: Formal Ratification of Board Honoraria Policy (for inclusion in Bylaws)
- c. Discussion item: Policies and procedures for replacing board members who do not complete their terms (for inclusion in Bylaws)
- d. Brainstorming session: Content Development/ Design for the Executive Board Portal on Digital WPA (Chris and Dave)
- e. Discussion item: Developing a formal charge and long-range plan for the Media Committee/NMA
- f. Additional Possible Projects to Discuss:
 - i. Creation of a *WPA Conference Organizers' Manual*
 - ii. Collection and Preservation of WPA Archives
- g. Brainstorming Session: Follow-up and planning from Town Hall Meeting
- h. Other new business

Additional Attachments in Agenda Packet:

Board member rotation

Revised Calendar of WPA EB Activities

WPA Executive Board Contact Information as of July 1, 2005

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|---|---|
| <p>Shirley Rose Professor of English English Department Purdue University 500 Oval Drive West Lafayette, IN 47907-2038 Office phone: (765) 494-3630 Fax: (765) 494-3780 roses@purdue.edu</p> <p>100 Thornbush Drive West Lafayette, IN 47906</p> | <p>Joseph (Joe) Janangelo Director, Writing Programs Department of English Loyola University Chicago 6525 N. Sheridan Road Chicago, IL 60626 Office Phone: (773)-508-2794 Fax: (773)-508-8696 jjanang@luc.edu</p> <p>1445 N. State Parkway, Apt. 1803 Chicago, IL 60610-8508 Home Phone: (312) 587-9204</p> |
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| <p>John Tassoni Miami University Middletown 4200 E. University Boulevard 220 Johnston Hall Middletown, OH 45042 Office Phone: (513) Fax: (513) 727-3462 tassonjp@muohio.edu</p> | <p>Lauren Fitzgerald Assistant Professor of English Director of the Yeshiva College Composition Program and Writing Center Yeshiva University 500 W. 185th Street New York, NY 10033 Office Phone: (212) 960-5290 Fax: (212) 960-5245 fitzger@ymail.yu.edu Web: www.yu.edu/writingcenter/</p> <p>150 Bennett Avenue #7A New York, NY 10040 Home Phone: (212) 740-0663</p> |

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|---|---|
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| <p>Rebecca (Becky) Howard Associate Professor of Writing and Rhetoric The Writing Program HB Crouse 237 Syracuse University Syracuse, New York 13244 Office Phone: (315) 443-1620 Fax: (315) 443-1220 rehoward@syr.edu http://wrt-howard.syr.edu</p> | <p>Martha (Marty) Paton Assistant Professor of English Assistant Director, Campus Writing Program 325 General Classroom Building Columbia, MO 65211-4130 OR: Department of English 107 Tate Hall Columbia, MO 65211 Office Phone: (573) 884-6221 Fax: (573) 884-5438 pattonmd@missouri.edu 2315 East Gans Road Columbia, MO 65201 Home Phone: (573) 443-1636</p> |
| <p>Susan Kay Miller Mesa Community College Mesa, AZ (480) 461-7861 susan.miller@mail.mc.maricopa.edu</p> | <p>Dominic Delli-Carpini York College of Pennsylvania (717) 815-1303 dcarpini@ycp.edu</p> |
| <p>Carrie Leverenz Associate Professor & Director of Composition Texas Christian University (817)257-6242 c.leverenz@tcu.edu (817)257-6242</p> | <p>Stephen Wilhoit Stephen.Wilhoit@notes.udayton.edu 300 College Park, Dayton, OH 45469</p> |

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| <p>David Blakesley Dept. of English Purdue University West Lafayette, IN 47907 Office Phone: (765) 494-3772</p> <hr/> <p>Fax: (765) 494-3780 blakesle@purdue.edu</p> | <p>Duane Roen Head, Program in Humanities, Arts, and English Sutton Hall Arizona State University East 7001 East Williams Field Road Mesa, Arizona 85212-6032 Office phone: (480) 727-1415 Office fax: (480) 727-1777 duane.roen@asu.edu www.public.asu.edu/~dhroen</p> <p>2021 E. Carmen St. Tempe, AZ 85283-3302 Home Phone: 480-491-6813 Home Fax: 480-777-7393</p> | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
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| <p>Current Board Membership July 2005</p> | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| <table border="0"> <tr> <td>Shirley Rose, President</td> <td>(becomes Past President 7/1/07)</td> </tr> <tr> <td>Joe Janangelo, Vice President</td> <td>(becomes President 7/1/07)</td> </tr> <tr> <td>Chris Anson, Past President</td> <td>(term ends 7/1/07)</td> </tr> <tr> <td>John Tassoni, Secretary Pro Tem</td> <td>(term ends 7/1/06)</td> </tr> <tr> <td>John Heyda, Treasurer</td> <td>(term ends 7/1/04; renewable)</td> </tr> <tr> <td>Raul Sanchez</td> <td>(term ends 7/1/06)</td> </tr> <tr> <td>Lauren Fitzgerald</td> <td>(term ends 7/1/06)</td> </tr> <tr> <td>Greg Glau (for Joe J.)</td> <td>(term ends 7/1/06)</td> </tr> <tr> <td>Becky Howard</td> <td>(term ends 7/1/07)</td> </tr> <tr> <td>Marty Patton</td> <td>(term ends 7/1/07)</td> </tr> <tr> <td>Susan Kay Miller</td> <td>(term ends 7/1/07)</td> </tr> <tr> <td>Steve Wilhoit</td> <td>(term ends 7/1/08)</td> </tr> <tr> <td>Dominic Delli Carpini</td> <td>(term ends 7/1/08)</td> </tr> <tr> <td>Carrie Leverenz</td> <td>(term ends 7/1/08)</td> </tr> <tr> <td>Duane Roen, Journal Co-Editor</td> <td>(term ends following spring issue, 2009; renewable); ex officio</td> </tr> <tr> <td>Barry Maid, Journal Co-Editor</td> <td>(term ends following spring issue, 2009; renewable); ex officio</td> </tr> <tr> <td>Greg Glau, Journal Co-Editor</td> <td>(term ends following spring issue, 2009; renewable); ex officio</td> </tr> <tr> <td>David Blakesley, Digital WPA</td> <td>(term ends ??? (renewable); ex officio</td> </tr> <tr> <td>Deb Holdstein , CE Director</td> <td>(term to be decided in 2005; renewable); ex officio</td> </tr> </table> | | Shirley Rose, President | (becomes Past President 7/1/07) | Joe Janangelo, Vice President | (becomes President 7/1/07) | Chris Anson, Past President | (term ends 7/1/07) | John Tassoni, Secretary Pro Tem | (term ends 7/1/06) | John Heyda, Treasurer | (term ends 7/1/04; renewable) | Raul Sanchez | (term ends 7/1/06) | Lauren Fitzgerald | (term ends 7/1/06) | Greg Glau (for Joe J.) | (term ends 7/1/06) | Becky Howard | (term ends 7/1/07) | Marty Patton | (term ends 7/1/07) | Susan Kay Miller | (term ends 7/1/07) | Steve Wilhoit | (term ends 7/1/08) | Dominic Delli Carpini | (term ends 7/1/08) | Carrie Leverenz | (term ends 7/1/08) | Duane Roen, Journal Co-Editor | (term ends following spring issue, 2009; renewable); ex officio | Barry Maid, Journal Co-Editor | (term ends following spring issue, 2009; renewable); ex officio | Greg Glau, Journal Co-Editor | (term ends following spring issue, 2009; renewable); ex officio | David Blakesley, Digital WPA | (term ends ??? (renewable); ex officio | Deb Holdstein , CE Director | (term to be decided in 2005; renewable); ex officio |
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| Immediate Past Board Members | |
|---|---|
| <p>SusanMarie Harrington 3917 N. New Jersey Street, Indianapolis IN 46205 Office Phone: (317) 278 1153 Fax: (317) 278-1287 sharrin@iupui.edu Home Phone: (317) 283-3749</p> | <p>Irwin (Bud) Weiser Head, Dept of English Purdue University 500 Oval Drive West Lafayette, IN 47907-2038 Office Phone: (765) 494-3736 Fax (765) 494-3780 iweiser@purdue.edu</p> <p>820 N. Chauncey Ave. West Lafayette, IN 47906</p> |
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Other recently retired board members contact info:

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|---|--|
| <p>Elizabeth Vander Lei Department of English Calvin College Grand Rapids, MI 49546 Office Phone: 616-957-6434 Fax: 616-957-8508 BVLEI@calvin.edu</p> | <p>Jennie Dautermann College of Arts and Science 143 Upham Miami University Oxford, Ohio 45056 Office Phone: (513) 529-1234; (513) 529-5221 (English) Fax: (513) 529-5026 dauterjp@muohio.edu Home Phone: (513) 385-0417</p> |
| <p>Clyde Moneyhun English Department University of Delaware Newark, DE 19716 Office Phone: (302) 831-3353 Fax: (302) 831-1586 moneyhun@english.udel.edu</p> | <p>Meg Morgan Department of English UNC Charlotte, Charlotte, NC 28223-0001 Office Phone: (704) 687-4210 Fax: (704) 687-3961</p> <p>mpmorgan@email.uncc.edu</p> |

Date: June 21, 2005

To: WPA Executive Board

From: Greg Glau, Barry Maid, Duane Roen
Co-Managing Editors, *WPA: Writing Program Administration*

RE: Report on the Journal

Manuscripts

Since we began our duties in 2004, we have received forty-seven manuscripts:

| | | |
|-----------|---|----------------|
| 47 | submissions | |
| 13 | rejected | 27.66% |
| 18 | accepted | 38.30% |
| 3 | authors declined invitation to revise and resubmit | 6.38% |
| 4 | being revised | 8.51% |
| 9 | under review | 19.15% |
| 47 | Total | 100.00% |

In addition, we have two book reviews planned for the fall 2005 issue (in press) and seven more reviews assigned.

Spring 2005 Issue (28.3)

The spring 2005 issue is at the printer. It should be mailed in July. Here are the contents:

- Susanmarie Harrington, "Learning to Ride the Waves: Making Decisions about Placement Testing"
- Barbara Duffelmeyer, "Not Just Showing Up to Class: New TAs, Critical Composition Pedagogy, and Multiliteracies"
- Amy Martin, "Plagiarism and Collaboration: Suggestions for "Defining and Avoiding Plagiarism: The WPA Statement on Best Practices"
- Jeanne Rose, "Coming of Age as a WPA: From Personal to Personnel"
- Tarez Samra Graban and Kathleen J. Ryan, "'What Is'" to 'What Is Possible': Theorizing Curricular Document Revision as In(ter)vention and Reform"
- Shane Borrowman, Review of Brian Huot's *(Re)Articulating Writing Assessment for Teaching and Learning*.

Fall 2005 Issue (29.1/2)

Judy Hebb, "Re-Envisioning WPAs in Small Colleges as Writing People Advocates"
Anthony Baker, Karen Bishop, Suellynn Duffey, Jeanne Gunner, Rich Miller, Shelley Reid,
"The Progress of Generations"

Carl Lovitt, "Literature Requirements in the Curricula of Writing Degrees and
Concentrations: Examining a Shifting Institutional Relationship"

Joseph Eng, "Beyond Quality Control: Writing Assessment and Adjunct Accountability at a
Small Public University"

Neal Lerner, "Internal Outsourcing of Academic Support: The Lessons of Supervised Study"

Lisa Cahill, Review of *The Writing Program Administrator's Resource: A Guide to
Reflective Institutional Practice*

Larry Beason, Review of *What We Really Value: Beyond Rubrics in Teaching and Assessing
Writing*

Special Issue

In January 2005 we announced a special issue of the journal, which may appear in spring 2006. The theme is "Bridging the Disciplinary Divide: Integrating a Second-Language Perspective into Writing Programs." The guest editors are Paul Kei Matsuda, Tamara Lee Burton, Maria Fruit, and Jay Jordan. Because manuscripts have been slow to come in, we may need to move the special issue to fall 2006. That's not a problem, though, because we have material for the next regular issue after the fall 2005 issue.

Advertising (Susan K. Miller)

We now have two two-page ads for the fall 2005 issue, one from McGraw-Hill and one from Bedford/St. Martin's. These two ads will generate \$700.

Editorial Board Meetings

The Editorial Board met at CCCC in San Francisco on March 19, 2005, to discuss reviewing processes. The group will meet for the same purpose in Anchorage. We plan to gather for discussion at every meeting of CCCC and WPA.

Sessions for Potential Contributors

At each CCCC and WPA meeting in 2004 and 2005, we have facilitated a session in which we talk with scholars who may wish to submit manuscripts to the journal. We plan to continue doing so at future conferences.

Soliciting Manuscripts

We hope that members of the Executive Board will help us to encourage members of the profession to submit manuscripts to the journal.

Council of Writing Program Administrators
Report on the Consultant-Evaluator Service
June, 2005
for presentation at
July 2005 Executive Board Meeting in Anchorage, Alaska

Director, Deborah H. Holdstein, with the members of the Consultant-Evaluator Panel

As the customary, full report is presented in March, there is usually little to report on the C-E Service during the summer months for the expected reasons—faculty and administrator vacations, few initiatives being pursued during the summer months, and so forth.

However, there have been three inquiries (with packets sent and e-mails exchanged). Further, there is one confirmed visit for the fall, with the C-E team to be determined pending a conversation with the WPA on that particular campus. As noted in earlier reports, members of the team are determined by a combination of factors, which may include particular suitability for a particular visit (although all C-Es are, of necessity, generalists); whether or not the person has recently been on a visit; his or her availability; etc.

I look forward to working with our new leadership as we continue discussion regarding an assistant director, and I will seek the EB's counsel to find additional venues for advertisement of the C-E Service.

I am sorry that I could not join you in Anchorage! Between a new position and my having long ago committed to evaluating Stage II CCCC Proposals in Urbana (usually in June, but this year apparently switched to the exact dates of the WPA conference), I am unable to attend.

Council of Writing Program Administrators
Membership Committee Report
(June 29, 2005)
for presentation at
July 2005 Executive Board Meeting in Anchorage, Alaska

Committee Members: Bud Weiser, Dave Blakesley, Jenny Dautermann, John Heyda, Raul Sanchez

Committee's activities since last board meeting or last report:

Our major activity—handled quickly by the chair in response to a specific need—has been to develop a tentative description of the Diversity Fund:

The WPA Fund for the Support of Minority Writing Program Administrators has as its purpose providing financial support to writing program administrators who are members of underrepresented minorities to attend the WPA Summer Workshop. The Council of Writing Program Administrators is committed to the professional development of all of its members, but is particularly concerned that members of underrepresented minorities be encouraged to participate in the organization.

Issues of concern (if any)

Committee's short-term projects/tasks:

There's been some discussion of tiered membership rates—perhaps an introductory rate for new members or a "life-time" membership or discounted multi-year memberships, but no consensus. Because membership is pretty inexpensive, we're not sure that discounts are especially important.

Committee's long term/ongoing projects/tasks:

We have been awaiting the development of Digital WPA to proceed with efforts to establish a means of maintaining an accurate membership list. Apparently discrepancies continue to exist between lists maintain by the secretary and the on-line list. The committee should continue to work on this matter, since knowing who are members are is best way to serve them.

Proposals to be presented for EB consideration:

The EB may want to consider the description of the Diversity Fund. In particular, I did not include any reference to funding attendance to the conference, since I thought that the workshop was an especially important way to bring people into the organization.

Draft of recommended language for related motions: See above

Council of Writing Program Administrators
Nominating Committee Report
July 1, 2005
for presentation at
July 2005 Executive Board Meeting in Anchorage, Alaska

Committee Members: Shirley Rose (Chair); Kathleen Blake Yancey, Raul Sanchez

Committee's activities since last board meeting or last report on March 2005:

As a result of Cynthia Martin's resignation from the Executive Board, the committee conducted a special election to fill the vacant position. We were able to complete the election in time to seat the new board member, Susan Kay Miller (Mesa Community College), at these July 2005 board meetings. Susan's term will end June 30, 2007

Issues of concern (if any):

We do not have an official process/procedure for filling board positions vacated before the member's term ends—perhaps because it doesn't, thankfully, happen very often. However, in order to enable the Nominating Committee to act in a timely way when necessary, we recommend that such a process be developed.

We also recommend that a means of keeping confidential election records be developed.

Committee's short-term projects/tasks:

No tasks remain for this year's committee ☺

Committee's long term/ongoing projects/tasks:

Proposals to be presented for EB consideration: (attach extensive proposals)

Draft of recommended language for related motions:

Moved that the 2005-2006 Nominating Committee develop official guidelines for filling board positions vacated before members' terms end and present these guidelines for discussion and review at the March 2006 board meeting.

Council of Writing Program Administrators

Breakfast Committee Report

Thursday, July 7, 2005

for presentation at

July 2005 Executive Board Meeting in Anchorage, Alaska

Committee Members: (list chair first) Lauren Fitzgerald, Chris Anson, Clyde Moneyhun, Carol Rutz, Chet Pryor

Committee's activities since last board meeting or last report in July, 2004: Annual CCCC Breakfast, held at the Carnelian Room in San Francisco, Thursday, March 17.

Issues of concern: We lost money this year, for the first time in several years. There were several reasons for this: The venue was more expensive than usual, but because we also tried to keep the costs for attendees as low as we could, there was no room for error. So when fewer people attended than usual (144 v. 175 in 2004 and 173 in 2003), we had to absorb the loss (roughly \$1000). A couple of things seem to have contributed to the lower attendance numbers: 1) we didn't find a venue until late January, which meant we were late in announcing it and drumming up enthusiasm; 2) the venue was a lengthy walk from the Conference site (the closer alternative was apparently pretty unpleasant); 3) the \$30 cost (\$5 more than the NYC breakfast) probably put some people off.

Committee's short-term projects/tasks: Find the venue as early as possible, especially in big, expensive cities. Try to have the contract completed by January 1, so we can make announcements by February 1.

Committee's long term/ongoing projects/tasks: Formalizing the process a little more, including getting some soft deadlines on the calendar and making up a list of suggestions (e.g., for large cities, contact the tourist board first).

Proposals to be presented for EB consideration: Clyde deserves our eternal thanks for continuing his Breakfast committee duties, particularly doing the on site negotiations and (especially) handling the payments and receipts. We should recognize Carol too for remaining the voice of reason in this process. And of course Chet is such a powerfully welcoming force for new and continuing members. (It's his WPA, after all.)

Draft of recommended language for related motions: Lauren will issue these thanks in the newsletter.

WPA BREAKFAST 2005

| | |
|-------------------------|------------------------|
| Total attendees: | 144* |
| Total receipts: | +\$4804** |
| Cost of breakfast: | -\$5357.35*** |
| Connors Fund donations: | -\$484**** |
| Total loss: | -\$1037.35***** |

*Including 125 prepaid and 19 walk-ins, 130 faculty and 14 graduate students. Attendance was down this year from 175 (in 2004) and 173 (in 2003).

**Including \$3900 from faculty, \$210 from graduate students, \$694 in Connors donations.

***Paid in two checks (\$2000 deposit, \$3357.35 at the breakfast) by John Heyda (on behalf of WPA) to the Carnelian Room.

****Figure includes only what is left to deposit into the standing fund after \$15 was deducted from Connors donations for each of 14 graduate students attending at a reduced rate (i.e., \$694 - \$210 = \$484). \$484 is the amount that should be added to the standing Connors Fund from this year's breakfast and not deposited into the main WPA account.

*******This loss is depressing!** But here are some mitigating circumstances:

- It's possible that the loss is slightly less. My figures for walk-ins is based on hand-written notes we made at the check-in table. I know for a fact that at least a few people paid with cash or checks but didn't get their names written down, and perhaps there were more than a few.
- This year, due to very high food costs in San Francisco, there was no margin for error (that is, no "cushion" of modest profit).
- Without a cushion, we couldn't absorb the cost of the total of 19 people who swore (by e-mail to me) to show up and pay at the door, but didn't. We had to budget them into the breakfast, have enough food for them, pay for it, etc.—but then we had to take a hit of \$570 (i.e., 19 x \$30)! That would have brought our loss down from \$1037 to \$467. As I said above, it's possible that some of these 19 actually did show up and pay, but didn't get their names written down at the check-in desk.
- There's some small comfort in the several years of profit we've had from the breakfast. For the last two years (since I started doing receipts), we've made \$756 (\$343 in 2003, \$413 in 2004). Carol may have profit figures from before my time. I expect we'll clear modest profits for at least the next two years as well, where we already know of good venues with decent prices (DePaul in Chicago, Republican Women's Club in New York).
- The Connors fund continues to benefit from the breakfast. Donations are up this year (to a net of \$484), in spite of lower numbers of attendees.

Council of Writing Program Administrators
MLA and Gathering Committee Report
6/28/05

For presentation at
July 2005 Executive Board Meeting in Anchorage, Alaska

Committee Members: (list chair first)

Joe Janangelo, Chairperson, Loyola University Chicago
Darsie Bowden, DePaul University
Rebecca Moore Howard, Syracuse University

Committee's activities since last board meeting or last report on (date):

Working on a rather short time frame, we composed one solicited panel and one open-call panel. The open-call panel had five responses from which we choose three speakers. Please see attached descriptions.

Issues of concern (if any)

1. The second part of our charge is to arrange the CWPA reception during the MLA conference. We would appreciate any advice and guidelines (e.g. the numbers we can expect, a budget, some local contact information) so that we can put this project into full swing after we meet in Anchorage.
2. A colleague in Rhetoric and Composition has suggested that we co-sponsor our MLA reception with other related scholarly organizations. We would appreciate receiving the Executive Board's counsel and wisdom on this.

Committee's short-term projects/tasks:

See above.

Committee's long term/ongoing projects/tasks:

I would suggest that this committee routinely begin its work earlier in order to give potential authors more time to craft their proposals. It might also be useful to develop a set of criteria by which proposals can be discussed and evaluated.

Proposals to be presented for EB consideration: (brief description)
(attach extensive proposals) None.

Draft of recommended language for related motions: None.

2005 MLA / WPA Panel:: Writing Program Administration and Civic Discourse
(Open Call Panel)

Presiding: Dominic DelliCarpini, York College of Pennsylvania
York, Pennsylvania

1. "On the Necessity (and Perils) of Going Public"

Dominic DelliCarpini, York College of Pennsylvania
York, Pennsylvania
dcarpini@ycp.edu

2. "Activists or Managers?: Politics, Identity, and Conflict in Writing Program Administration"

Kelly Kinney
University of Notre Dame
IN
kkinney1@nd.edu

3. "'When there is style, there is genre': Creating a Genre of Progressive Resistance"

Bonnie Kyburz
Utah Valley State College
Orem, UT
kyburzbo@usvc.edu

MLA 2005 Solicited Panel:

Panel Title: "Writing Program Administration and (Multi) Media"

Presiding: Shirley K. Rose, Purdue University

1. "The More Things Change"

Deborah H. Holdstein, Northern Illinois University

2. "Breaking (the) News: Changing Stories about Writing and Writers in Mainstream Media through the WPA Network for Media Action"

Linda Adler-Kassner, Eastern Michigan University

3. "Coming Soon to a Writing Program Near You"

Todd Taylor, University of North Carolina-Chapel Hill

4. "Multi-Media Archives and the Documentation of WPAs' Intellectual Work"

Shirley K. Rose, Purdue University

Date: June 29, 2005

To: WPA Executive Board

From: WPA Article Awards Committee

Joe Janangelo
Libby Miles
Duane Roen, Chair and *ex officio* member
Joel Wingard

RE: Best Article in the 2003-2004 Issues of *WPA: Writing Program Administration*

At the request of Shirley Rose, the committee evaluated all the articles in the 2003 and 2004 issues of *WPA: Writing Program Administration*. As *ex officio* member of the committee, Duane Roen did not vote. After several rounds of reading, we selected a winner:

Candace Spigelman, “Politics, Rhetoric, and Service-Learning.”

There were many strong articles in the 2003 and 2004 issues of the journal. We chose Candace Spigelman’s article, “Politics, Rhetoric, and Service-Learning,” because it effectively challenges some all-too-familiar administrative practices, and does so with an eye toward the larger political and economic context in which WPA work is necessarily situated. Her work is thorough, careful, theoretically-informed, and respectful, and leaves us with much to ponder as we take her insights back to our own institutions. This is provocative, generative research. Her article appeared in the Fall 2004 (Vol. 28, No.1-2) issue of the journal.

Procedural Note

We recommend that the committee begin its work months in advance of the deadline. During the years when the committee is selecting a book, the work should begin at least four months before the deadline. During the years when the committee is selecting an article, the work should begin at least three months before the deadline.

Council of Writing Program Administrators
Constitutional Revision Committee Report
July 1, 2005
for presentation at
July 2005 Executive Board Meeting in Anchorage, Alaska

Committee Members: (list chair first): Shirley Rose, Bud Weiser, Linda Adler-Kassner

Committee's activities since last board meeting or last report on July 2004:

The committee took no formal action during the past year, so we recommend the following revised timeline

July 2005: Appoint a new committee

July 2005-March 2006: Committee solicits suggestions for and develops specific language for constitutional amendments; where appropriate, board revises current practices.

March 2006: Executive Board reviews and revises or approves a draft of specific language for Constitutional amendments.

April 2006-June 2006: draft of proposed constitutional amendments is circulated to CWPA membership for review and discussion.

July 2006: Proposed amendments are discussed by members in attendance at Annual Business Meeting at conference

August-September 2006: membership votes on amendments by mail ballot

Issues of concern (if any): None

Committee's short-term projects/tasks: None

Committee's long term/ongoing projects/tasks:
See above timeline

Proposals to be presented for EB consideration: none
(attach extensive proposals)

Draft of recommended language for related motions: none

Date: June 29, 2005

Memorandum of Understanding

The Council of Writing Program Administrators
and
The Department of English, Miami University of Ohio

May 2005

The Council of Writing Program Administrators (WPA) thanks Miami University of Ohio for supporting the WPA's operations for a number of years and serving as its institutional home for the past three decades. Although the contractual terms of this arrangement have expired, Miami University has continued to provide administrative support through its English Department, which is also the tenure home to the organization's secretary (Prof. Jennie Dauterman).

Major changes in the WPA's operations, particularly the digitizing of its membership services at Purdue University, as well as personnel changes at Miami have created a need to revisit this long-standing relationship. Both the secretary and treasurer (John Heyda, Miami University Middletown) have provided valiant service to the WPA for many years. However, it is in the best interests of the organization and the professional lives of these fine colleagues to consider a time when new members of the WPA might fill their shoes.

Miami University has graciously offered to continue providing support on a temporary basis, and the WPA accepts this offer with gratitude. The following MOU outlines the pro tem agreement into which the WPA and Miami University's English Department are entering.

1. This agreement will take effect upon signing and expire no later than June 30, 2006.
2. Miami University's English Department will provide the following services on behalf of the WPA:
 - Providing clerical support to the WPA Secretary and Treasurer for fulfillment of their duties, particularly the following
 - Answering the phone, responding to routine inquiries and referring other inquiries to the appropriate persons
 - Maintaining membership records
 - Responding to routine correspondence and forwarding correspondence to the appropriate persons
 - Assisting with circulating and counting ballots for elections
 - Assisting with the preparation of reports to the Executive Board
 - Providing a safe and secure environment for the WPA's records and archives
3. In consideration of the English Department's financial burdens with respect to some diminishing administration, particularly in the form of answering phone and mail inquiries, and communicating with the person in charge of Digital WPA (David Blakesley), the WPA will provide the English Department with \$4000 payable in two installments: \$2000 upon signing of this agreement and \$2000 on January 1, 2006.

4. Acting as “Secretary pro tem” John Tassoni will serve in Jennie Dautermann’s capacity during this agreement. Professor John Heyda’s term as Treasurer will be extended to coincide with the term of this agreement. WPA will provide up to \$2000 to cover travel expenses for Professors Tassoni and Heyda to attend the WPA conference in Alaska in July of 2005 and the Executive Board meeting at the CCCC in Chicago in March of 2006. WPA will reimburse Professors Tassoni and Heyda directly for their expenses.
5. During the term of this agreement, the WPA will seek to identify a long-term institutional home. Once that institutional home is identified, if that institution wishes to assume its obligations and responsibilities prior to July 1, 2006, no refund of any part of the \$4000 paid to Miami University will be required or requested.
6. At the end of this agreement or upon its termination Miami University personnel will assist with the orderly transfer of WPA organizational records, archives, and other data in their custody.

Signatures:



Chris Anson, President, Council of Writing Program Administrators

Shirley K Rose, Vice President, Council of Writing Program Administrators

Keith Tuma, Chair, Department of English, Miami University of Ohio

John Heyda, Treasurer, Council of Writing Program Administrators

Jenny Dautermann, Secretary, Council of Writing Program Administrators

John Tassoni, Secretary pro tem designee

(signed copy on file at Miami University)

WPA Executive Board Honoraria Policy
(for ratification at July 2005 meeting)

All members of the Executive Board* are expected to attend Board meetings twice annually—once at the Conference on College Composition and Communication in early spring, once at the WPA summer conference in July. When such attendance requires a Board member to pay for an additional night's lodging, that Board member is entitled to a \$100 honorarium to offset the cost. When a Board member has had his or her lodging paid for by the WPA (e.g., in connection with running the WPA Summer Workshop or giving a keynote address), s/he will not be entitled to the honorarium. Board members should not request the honorarium if their travel costs are already fully covered by their home institution, a grant, or another (non-personal) source of funds.

Board members will be asked at the Board meeting whether they are entitled to the honorarium. The Treasurer will provide the honorarium at the conclusion of the meeting

* When there are co- or multiple journal editors or Consultant-Evaluator Service leaders, only one representative needs to attend.

| Committee | Members/ | Activities | July-Aug | Sept-Oct | Nov-Dec | Jan-Feb | Mar-April | May June |
|-----------|----------|------------|----------|----------|---------|---------|-----------|----------|
|-----------|----------|------------|----------|----------|---------|---------|-----------|----------|

**WPA EXECUTIVE BOARD TERM CYCLES
JULY ROTATION**

| Name | 2005 | 2006 | 2007 | 2008 |
|---------------------------|--------|--------|--------|--------|
| Kathi Yancey | Red | Grey | Grey | Grey |
| Chris Anson | Green | Red | Red | Grey |
| Shirley Rose | Yellow | Green | Green | Red |
| Joe Jangangelo | Grey | Yellow | Yellow | Green |
| VP Electee | Grey | Grey | Grey | Yellow |
| 2006 Electee | Grey | Grey | Cyan | Cyan |
| 2006 Electee | Grey | Grey | Cyan | Cyan |
| 2006 Electee | Grey | Grey | Cyan | Cyan |
| Carrie Leverenz | Grey | Cyan | Cyan | Grey |
| Steve Wilhoit | Grey | Cyan | Cyan | Grey |
| Dominic Delli Carpini | Grey | Cyan | Cyan | Grey |
| Marty Patton | Cyan | Cyan | Grey | Grey |
| Becky Howard | Cyan | Cyan | Grey | Grey |
| Susan Kay Miller | Cyan | Cyan | Grey | Grey |
| Lauren Fitzgerald | Cyan | Grey | Grey | Grey |
| Greg Glau (for Janangelo) | Cyan | Grey | Grey | Grey |
| Raul Sanchez | Cyan | Grey | Grey | Grey |
| Linda Adler-Kassner | Cyan | Grey | Grey | Grey |
| Susanmarie Harrington | Cyan | Grey | Grey | Grey |
| Bud Weiser | Cyan | Grey | Grey | Grey |

For presidential cycles only:

yellow = vice president green = president red = past president

| Committee | Members/ | Activities | July-Aug | Sept-Oct | Nov-Dec | Jan-Feb | Mar-April | May June |
|-----------|----------|------------|----------|----------|---------|---------|-----------|----------|
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Council of Writing Program Administrators Executive Board and Committee Activities

| Standing Committee | Members/ and terms | Major activities | July-August | Sept-Oct | Nov-Dec | Jan-Feb | March-April | May June |
|--------------------------|---|---|--|-----------------------|--|---|---|---|
| Membership and Affiliate | Secretary/ Treasurer; 1 other EB; others as appropriate | Maintain current list of members; Recruit new members | July 1 add new members; delete unpaid members | | | | Recruit EB and other members for WPA table in CCCC exhibit area | Prepare reports/ proposals for July meeting |
| | | Maintain liaison with affiliate organizations | Report on affiliate organizations' activities | | | | | Prepare reports/ proposals for July meeting |
| | Breakfast Sub-Comm: 1 EB and others as appropriate | Organize breakfast; | Recruit local WPA to help identify venue for breakfast | | Complete arrangements for contract with venue by January 1 | Feb 1 announce CCCC breakfast arrangements to members | Breakfast at CCCC Thursday morning 7:00-8:15 Mid-March | Prepare reports/ proposals for July meeting |
| *Publications | Editor(s) of WPA 1 Other EB; others as appropriate | Coordinate publications bearing name of organization | | | | | | Prepreports/ proposals for July meeting |
| | | Review WPA editor after 3 years | | | | | | Prep reports/ proposals for July meeting |
| | Newsletter: Pres & others as needed | Publish newsletter | | | November newsletter | February newsletter | | May newsletter |
| Publicity | C/E Dir Conf Dir Workshop Director Other EB | Disseminate info concerning organization's activities | | | | | | Prep reports/ proposals for July meeting |
| Research Grant | EB member; 2 others as appropriate | Awards grants for research on | | 10/15 Announce grants | 11/15 announce deadline | 1/15: announce deadline | Report to ExB for review/ | Prep reports/ proposals for July meeting |

| Committee | Members/ | Activities | July-Aug | Sept-Oct | Nov-Dec | Jan-Feb | Mar-April | May June |
|--------------------------|---|---|----------|---|---|--|--|--|
| | | writing program admin | | competition and application requirements and deadline | again; remind last year's winners about poster session at CCCC and report due in June | again; Last Fri in Jan: deadline for grant proposals; Feb: review & rank proposals; notify winners | approval Mar meeting; Posters for previous year's grants at Breakfast | |
| Consultant/ Evaluator | Director(s) of C/E Program (3-yr term); Other EB; Others as necessary | Plan annual training session for C/Es; Develop criteria for, nominate, recommend new C/Es to board; keep status of C/Es current; solicit reports about each visit from C/Es and campus; | | | | | C/E workshop at CCCC mid March; Review C/E visits for EB at March meeting | Prep reports/ proposals for July meeting |
| | | develop policy and practice to recommend to ExB | | | | | | Prep reports/ proposals for July meeting |
| | | Develop programs to present at other organizations to encourage interest in C/E Program | | | | | | Prep reports/ proposals for July meeting |

| Committee | Members/ | Activities | July-Aug | Sept-Oct | Nov-Dec | Jan-Feb | Mar-April | May June |
|---|---|--|---|---|--|--|--|---|
| MLA Proposals and Gathering (was Liaison Committee) | 2 EB; Others as necessary | Submit proposals for panels, workshops, and presentations at other organizations : CCCC, MLA, NCTE | Recruit local WPA to select venue for Social Event (AKA Cocktail Party) and make arrangements | Complete contract with venue for MLA social event | Dec. 1 Advertise WPA session at MLA; organize Social Event at MLA immediately following WPA session | January 15: Announce call for proposals for WPA session at MLA | @April 1 Submit proposal for MLA sessions; @ mid-April Submit proposal for CCCC WPA-related workshop | Prep reports/ proposals for July meeting |
| *Conference | President, Other EB Local Arrangements Committee chair(s) | Develop program for Conference | Summer Conference Early July Present conf plans and theme to EB one year in advance | Arrange for Featured Speakers | | Feb 1: announce call for WPA conference proposals | March 15 deadline for conference proposals; April 1 send invitations to program participants | Prep reports/ proposals for July meeting; remind conference coordinators to prepare report before end of the year |
| | Senior Workshop Leader | Develop and lead Workshop | | | | Prepare reports/ Mar meeting | | |
| | Senior Institute Leader | Develop and lead Institute | | | | Prepare reports for Mar meeting | | |

(continue to next page to see calendar for Ad Hoc committees)

| Committee | Members/ | Activities | July-Aug | Sept-Oct | Nov-Dec | Jan-Feb | Mar-April | May June |
|-----------|----------|------------|----------|----------|---------|---------|-----------|----------|
|-----------|----------|------------|----------|----------|---------|---------|-----------|----------|

| Ad Hoc Committee | Members and terms | Major activities | July-August | Sept-Oct | Nov-Dec | Jan-Feb | March-April | May June |
|-------------------|---|---|--|---|---------------------------------------|--|---|---|
| Nominating | Vice-President, 2 other EB | Solicit nominations and conduct elections for Exec Board and VP | | Announce call for nominations in journal, newsletter, and WPA-L | Work with President to Develop slate | Conduct elections; report results to President | Announce election results at WPA Breakfast | |
| Conference Siting | | Call for/ review conf siting proposals up to 3 years in advance | | | | | | |
| Awards | 2 EB (WPA editor ex officio for article award); 2 additional EB or other members (may include previous award winners) | Select Bi-Annual Best WPA Book Award | Summer conference: Even years announce winners of Best book Award; | Odd yrs Place calls for nominations in WPA journal, newsletter, WPA-L | Review or develop criteria for award; | January 10 even yrs: deadline for nominations of books with pub date in 2 previous years | Even yrs review nominated books | Select award winning book, report to Exec Board, and notify author(s) editor(s) by May 15 |
| | | Select Bi-Annual Best Article in WPA Award | Odd years announce winner of Best Article Award at Summer Conference | | | Begin reviewing WPA articles from issues dated two preceding years | Odd yrs. Report to EB March; notify winner; | |
| Media Committee | 2 EB; others as appropriate | Develop and maintain WPA NMA activities | | | | | | |

| Committee | Members/ | Activities | July-Aug | Sept-Oct | Nov-Dec | Jan-Feb | Mar-April | May June |
|-----------------------------|---|--|---|---|---------|---------|--|----------|
| Digital WPA Project | Coordinator of Digital WPA; 1 EB member; Other WPA members and EB members as approp | Work with standing and ad hoc committees to develop online communication | Work with membership committee to bring online membership database up-to-date | Promote Web site and resources to the WPA community | | | Report to ExB on activities and budget at CCCC | |
| Recognitions Committee | | | | | | | | |
| WPA-L Listserv coordinators | | | | | | | | |

**Conference Dates:
Council of Writing Program Administrators**

2005 Anchorage, Alaska: workshop: Sun, 7/3—Thurs, 7/7; conference Thurs even 7/7- Sun noon 7/10
 2006 Chattanooga, Tennessee: workshop: Sun, 7/9—Thurs, 7/13; conference: Thurs even 7/13- Sun noon 7/16
 2007 Tempe, Arizona: Sun 7/8 Thursday, 7/12; conference: Thurs even 7/12--Sunday, July 15?

CCCC
 2006 Chicago March 22-25 (CWPA Ex Board meeting Wed evening, March 22)
 2007 New York March 21-24 (CWPA Ex Board meeting Wed evening, March 21)
 2008

MLA
 2005 Washington, D.C., December 27-30

Other important dates:
 2011: Renewal of MLA Allied Organization status
 Prepared by Shirley Rose, March 2004; updated July 2005

Date of this version: 7/2/2005

Calendar of WPA activities p # 29

| Committee | Members/ | Activities | July-Aug | Sept-Oct | Nov-Dec | Jan-Feb | Mar-April | May June |
|------------------|-----------------|-------------------|-----------------|-----------------|----------------|----------------|------------------|-----------------|
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Date of this version: 7/2/2005

Calendar of WPA activities p # 30

| Committee | Members/ | Activities | July-Aug | Sept-Oct | Nov-Dec | Jan-Feb | Mar-April | May June |
|------------------|-----------------|-------------------|-----------------|-----------------|----------------|----------------|------------------|-----------------|
|------------------|-----------------|-------------------|-----------------|-----------------|----------------|----------------|------------------|-----------------|

Date of this version: 7/2/2005

Calendar of WPA activities p # 31

| Committee | Members/ | Activities | July-Aug | Sept-Oct | Nov-Dec | Jan-Feb | Mar-April | May June |
|------------------|-----------------|-------------------|-----------------|-----------------|----------------|----------------|------------------|-----------------|
|------------------|-----------------|-------------------|-----------------|-----------------|----------------|----------------|------------------|-----------------|

Date of this version: 7/2/2005

Calendar of WPA activities p # 32

| Committee | Members/ | Activities | July-Aug | Sept-Oct | Nov-Dec | Jan-Feb | Mar-April | May June |
|------------------|-----------------|-------------------|-----------------|-----------------|----------------|----------------|------------------|-----------------|
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Filename: Agenda Packet EB Anchorage
Directory: F:\WPA EX Board\Exec Board meeting Anchaorage
Template: C:\Documents and Settings\srose\Application
Data\Microsoft\Templates\Normal.dot
Title: Date:
Subject:
Author: School of Liberal Arts
Keywords:
Comments:
Creation Date: 7/2/2005 1:13:00 PM
Change Number: 11
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