

## CWCA Board of Directors Meeting

August 20, 2019

**Present:** Clare Bermingham (Vice President); Nadine Fladd (Secretary); Brian Hotson (Membership Chair); Heather Fitzgerald (Past-President); Michelle Hartley (Conference Chair); Stephanie Bell (Digital Media Chair)

**Regrets:** Jordana Garbati (Treasurer); Holly Salmon (Member-at-Large); Sarah King (President); Andrea Williams (CASDW Representative); Liv Marken (Member-at-Large)

### 1. Call to order

The meeting is called to order at 12:33pm EDT.

### 2. Approval of agenda (Clare):

Approved.

### 3. Approval of minutes (Clare):

Approved.

### 4. Conference 2020 (London) planning (Michelle)

Michelle presented a list of potential speakers that the conference chairs are considering:

- Melanie Yergeau
- Kerry Rinaldi
- Verhawn Ashanti Young
- Jay Dolmage
- Alison Hitt
- Kerry Rinaldi
- Neisha Anne Green

The list of speakers ranges from scholars of autism and disability more generally to race in the writing centre. Stephanie asked what strategies or process we have used to prioritize speakers in the past, pointing out that inviting Jay Dolmage or Vershawn Ashanti Young might provide opportunities to build stronger relationships/a stronger community here in Canada because they are at Canadian institutions. Heather explained that different criteria have been used to select speakers for different conferences. In Calgary Lisa Ede was selected as a draw for registrants. More recently, speaker selection has prioritized showcasing local scholars.

The Board ultimately left things in conference chairs' hands to explore who is available, but suggested working from two speaker lists: one for scholars of race and one for scholars of disability.

The discussion generated a priority list for approaching potential speakers:

- Melanie Yergeau
- Jay Dolmage
- Allison Hitt
- Neisha Anne Green
- Vershawn Ashanti Young

Heather pointed out that in-demand speakers also tend to have higher speaking fees, and may not fit our budget. Michelle also presented a revised CFP for the conference and has asked for feedback by email by September 16<sup>th</sup> to meet the goal of developing a final draft by September 27<sup>th</sup>. Heather suggested weaving references to the speaker(s) into the CFP if we know that information in time.

Michelle shared that the King's UC residences are available for the conference and cost \$30.00/night. The organizers are required to use the university's in-house catering, and this will cost about \$55.00/person. Bound by university to use university catering – about \$55.00 per person

**Action Items:**

**ALL:** provide feedback on CFP by September 23<sup>rd</sup>

**5. President's Report (Sarah – provided in writing):**

CWCA President's Report  
August 16, 2019

On June 28, I met with CASDW President Andrea Williams. We jointly drafted the following statement. The statement has been sent to the CASDW membership and posted on the CASDW website.

At the CASDW 2019 AGM, members voted on an amendment to revise the 2016 CASDW Statement on Writing Centres and Staffing. Written in response to the abrupt elimination of several writing centre positions at Canadian universities and undertaken to support our writing centre colleagues, the statement unwittingly had the opposite effect in some cases, particularly on some members of CWCA, many of whom are also CASDW members. At a forum on the Statement held at last month's CASDW 2019, members from both organizations discussed the problems with the statement and ways to repair and build closer relations between CASDW and CWCA. A proposal was made that CWCA would be the appropriate organization to write a new and more comprehensive statement, with input from CASDW. A motion to have CWCA write a new statement, with contributions from members of both organizations, was ratified at the 2019 CASDW AGM and a timeline of next year's CASDW given for the new statement to be publicly available. Thanks to all members who attended the roundtable and AGM for their contributions.

Andrea Williams  
President, CASDW

As you can see, CWCA is designated to write the new statement. I propose that we appoint a small group to draft a revised statement by the end of 2019, then send a draft around to CWCA and CASDW members in the spring. Other suggestions about how to proceed welcome.

Any volunteers to work on the new statement? I think Amanda Goldrick-Jones of SFU volunteered at the meeting—might be good to have someone not on the Board. I am happy to be involved or not.

**Action Items:**

**Nadine:** post draft minutes from AGM to website

**Nadine:** post June CWCA meeting minutes to website

**Heather:** update bylaws with Corporations Canada

**All:** update the list of month-by-month tasks for your role to help with succession planning

**6. Discussion of process for drafting new statement on writing centres (Clare):**

Brian pointed out that we need to be careful not to exclude non-higher ed. writing centres (*i.e.* the CASDW statement should not be our starting point for drafting because it excludes high schools, libraries, etc.). Nadine suggested that we develop a committee with representation from those different groups. There is a high school writing centre association

in Washington that we could reach out to. Stephanie suggested that we start by gathering sample statements from other organizations. Heather suggested that we can start with the review document of Bishops' University that Clare and Brian wrote. Heather suggested that we include Holly Salmon on the committee because she has used CASDW's statement in the past to argue for faculty positions. She also suggested that the drafting committee should be small, but then circulate draft statement widely for feedback.

Suggested Committee Membership:

- Brian Hotson – to take the lead
- Heather Fitzgerald
- Stephanie Bell
- Holly Salmon
- Amanda Goldrick-Jones
- Sarah King
- Amanda Marshall

#### **7. Treasurer's Report (Jordana):**

Report postponed until September meeting.

#### **8. Appointing Frédérique Offredi to the Board as Francophone Representative (Clare):**

#### **MOTION**

*BIRT that CWCA appoint Frédérique Offredi to the Board as Francophone Representative.*

**Moved by:** Michelle Hartley

**Seconded by:** Heather Fitzgerald

**APPROVED unanimously**

#### **Action Items:**

**Nadine:** add Frédérique to Distribution list, gmail account, etc.

#### **9. Creation of Canadian Writing Centre Studies Digest/Review**

Stephanie introduced the proposal she and Liv put together for a CWCA-based publication. The goal of the publication is to increase readership and bring attention to the CJSDW/R Special Issue and to increase the profile of the writing centre network in Canada. We discussed whether the special issue each year should be a special issue of *CJSDW/R*, or should be published in a CWCA-founded journal, or whether CWCA should build a more informal publication option into its website.

Heather pointed out the *CJSDW/R* has been not very robust at times, and that is why they approached CWCA – so that they would have something to publish. She asked whether we have the money/people/energy to take this project on. She also pointed out that the field is feeling the absence of WLN as an informal newsletter.

Stephanie pointed out that we don't want to be in opposition to or compete with *CJSDW/R*; creating our own journal could hurt our relationship with CASDW. She said that Liv has been a proponent of an OJS-based journal (option A) and has mentioned that it can be difficult to transition from a blog to a journal if that is our goal.

Brian mentioned that the WLN blog is multimodal and that platform has been useful. He has stepped away from the WLN blog specifically to make space to doing something like this for CWCA in Canada. He suggested that OJS is a big tool for what is essentially a pilot project and might intimidate prospective authors. He also pointed out that WordPress has

a good tagging system.

Clare said that we've talked about creating a culture of mentorship in writing and this is one way that we could achieve this: by offering an entry-point to academic peer-reviewed pieces.

Ultimately the Board leaned towards Option B of the proposal: a more informal, website-based publication or blog.

#### **10. Digital Media Chair Report (Stephanie):**

Stephanie has ideas for digital policies for the 2020 conference, including getting consent to live-tweet conference presentations and ways to involve CWCA members who aren't attending the conference. She also reported that she has hit a road-block in upgrading the CWCA website: Jordana has indicated that getting a CWCA credit-card isn't feasible and Stephanie using her personal credit card is not an option, either.

##### **Action Items:**

**Stephanie:** highlight special section on website (when it is launched)

**Nadine:** send out a reminder about CFP for special section

**Stephanie:** email conference chairs about digital policies

**Jordana/Brian/Stephanie:** figure out how to pay to upgrade the CWCA website

#### **11. Membership Chair Report (Brian):**

Brian asked about sending out the list of WCs/member institutions to update it. Stephanie suggested that this information should be made available on the website. Heather suggested that we should also be encouraging people in our field who are not members to review the membership information, and that perhaps we find a way to work the proposed digest/review/blog into a membership benefit. Stephanie suggested that we waive membership fees for people who publish on the blog.

##### **Action Items:**

**Brian:** draft text for sending out the google survey of WCs again and send to Clare and Sarah for feedback.

#### **12. Report from CASDW Representative (Andrea):**

Report postponed until next meeting.

#### **13. Adjournment**

Meeting adjourned at 1:15 pm EDT

##### Next meeting:

Monday, September 23<sup>rd</sup> from 12:30pm to 2:00pm (Toronto time)

Monday, October 21<sup>st</sup> from 12:30pm to 2:00pm

Monday, November 25<sup>th</sup> from 12:30pm to 2:00pm

Monday, December 16<sup>th</sup> from 12:30pm to 2:00pm

*Distribution: Nadine Fladd, Mandy Penney, Heather Fitzgerald, Jordana Garbati, Brian Hotson, Stephanie Bell, Clare Bermingham, Sarah King, Liv Marken, Holly Salmon, Andrea Williams, Michelle Hartley, Vidya Natarajan, Frédérique Offredi*