CWA Board Present: Charlene Coutre, Tracy Ferrell, John Griffin, Laurie Hathorn, Tina Marquis, and Shelly Miller
Absent: Bruce Fredrickson, Emily Volk, and Tom Zeiler
Attendees: Peter Spear (Board Observer) and Katie Grady (Conference Coordinator)

Minutes prepared by: Katie Grady

I. Preliminaries
   a. No Public Comment

II. Administrative Matters
   a. Approval of 12/14/18 Board Minutes
   b. Spring Semester Board Meeting Dates
      i. Office to revisit calendar with 90 minute blocks

III. Old Business
   a. CWA Diversity Practices
      i. Committee: Tracy Ferrell, Shelly Miller, Emily Volk, and John Griffin
      ii. First meeting set for Wednesday, January 16th
      iii. Proposal: Add Margaret Hollingsworth to the committee
      iv. Board Idea: Invite someone with historical knowledge to committee dependent on scheduling availability
      v. Committee’s proposal to be run through General Counsel’s office
   b. Announcement of Board Elections
      i. Office to announce openings at the end of January
         1. Via newsletter, website, and by Program Chair announcement
      ii. 2 Community Seats (no restrictions) and Tracy Ferrell’s University Seat

IV. New Business
   a. Strategic Planning Report
      i. The 15-20 year CWA Vision will remain the same, but the 3-5 year CWA Mission is being revisited.
      ii. John Griffin and Michael Murray will meeting to set structure of the Strategic Planning Discussions (by CWA Topics or by the traditional Mission/Values/Goals)
         1. Topical structure allows for stakeholder input and a focused conversation
iii. Alan Culpepper has prepared a “CWA 101” document to present that will allow a fact-based starting point for the committee’s differing CWA exposures.

iv. Considerations for the Strategic Planning Committee:
1. Set new overarching goals and then break into topical conversations for defining the objectives.
2. Set dates for topical conversations and have Mike contain the conversations to the specific meeting agenda.

v. Mike Murray will plan to attend future Board Meetings.

b. Proposal to Amend CWA Community/Program Chair Structure (handout)

i. Current Structure:
1. Program Chair
   a. Appointed by Community Chair
   b. Reporting structure is uncertain
   c. Does not sit or observe Board Meetings
   d. Runs Program Committee

2. Community Chair
   a. Elected by Program Chairs
   b. Externally facing
   c. Sits and Votes on the Board

ii. Proposed Structure:
1. Program Chair
   a. Elected by Program Chairs
   b. Collaborative Meetings with Community Chair & Faculty Director
   c. Non-voting Board Member
   d. Runs Program Committee

2. Community Chair
   a. Nominating Committee proposes Chair to Chancellor
   b. Joins Faculty Director in meetings with the Chancellor
   c. Externally facing
   d. Sits and Votes on the Board

iii. Reasoning for Proposal:
1. One Community/Program Chair position is too much of a workload.
2. Current Program Chair feels the position should be elected by the Program Sub-Committee Chairs.
3. Allows for consideration of a more external (lesser known to committee) Community Chair.

iv. Issues with the Proposal:
1. Selection of Community Chair - options:
   a. Nominating Committee proposal for Chancellor approval
   b. Nominating Committee proposal for Board approval
   c. Nominating Committee proposal for Program Chair election

2. Representation of the Volunteers on the board - options:
   a. Community Chair as voting seat, Program Chair as observer
   b. Program Chair as voting seat, Community Chair as observer
c. Add two additional voting seats to the Board (one Community seat and one University Staff seat) and then both the Program Chair and Community Chair have voting seats

3. Nominating Committee Composition – options:
   a. CWA Board Chair, the CWA Faculty Director, a current or former CWA Community Chair, the student member of the Board, and a Subcommittee Chair not sitting on the Board
   b. Include additional Program Chairs on the Nomination Committee

v. Board Recommendation
   1. All in favor of splitting the Community Chair position into these two roles
   2. Study the Proposal (how roles chosen and board voting abilities)
   3. Postpone vote until next month
   4. Solicit feedback from Committee and Community members
   5. Decision to be a 1-year trial

V. Upcoming Dates

   a. Planning Saturday – January 26th, 2019
   b. February Board Meeting – TBD

VI. Meeting Adjourned at 10:00 AM