

To: Bill Sauser, Chair of Faculty Senate
From: The University Writing Committee
Date: October 18, 2012
Re: Changes in membership of the University Writing Committee

We understand that the Senate has asked that this Committee formally request consideration of the recommendations for changes in the membership of our Committee that were included in the Co-Chairs' end-of-year report in May 2012. Please consider this memo our formal request that the membership be altered to:

1. Add the Ralph "Shug" Jordan Professor of Writing as a voting member of the University Writing Committee for the duration of his/her three year appointment. The Professor does not replace the regular representative from the Professor's College and may or may not be elected by the Committee to serve as co-chair.
2. Direct the Committee to elect a co-chair for the next year from the voting membership of the Committee at the end of each year and forward that recommendation to the Senate for approval. Identify the Director of University Writing as the continuing co-chair of the Committee but continue to list the Director as a non-voting member. This system will replace our previous practice of having the Shug Jordan Professor of Writing serve as the co-chair with the Director of University Writing.
3. Remove the Director of the Miller Writing Center. The Committee will invite the person overseeing the Miller Writing Center to brief the Committee at least once per year on Writing Center issues, usage, activities, etc. We believe this change is necessary to avoid double representation of the Office of University Writing; the Assistant Director of University Writing for the Miller Writing Center and/or the Coordinator of Student Services who oversees the MWC reports to the Director of University Writing and a separate "Director of the Miller Writing Center" does not exist.
4. Include "or designee" for the non-voting representative from the Office of Institutional Research and Assessment to parallel the representation of the Curriculum Committee.

A modified version of the current membership with all changes marked in red is provided below.

Faculty: One faculty member from each college or school
One representative from the faculty of the University Libraries
~~The Ralph "Shug" Jordan Professor of Writing~~

Students: One undergraduate student, appointed by SGA
One graduate student, appointed by GSA

Continuing/Ex-officio, non-voting:

Director of University Writing, Continuing co-chair
~~Director of Miller Writing Center~~
Director of First-year Composition
Director ~~or designee from the Office~~ of Institutional Research and Assessment
Representative or designee from the University Curriculum Committee