Writing Committee Meeting Minutes

**Date:** Wednesday, May 11, 2022 4 p.m.-5:05 p.m.

**Attendance:** Robert Wojtowicz, Kelly Rippard, Joshua Behr, Michelle Carpenter, Mary Deneen, Annette Finley-Croswhite, Veleka Gatling, Amber Kennedy, Ryan Mccann, Harry Minium, Moustafa Moustafa, Cynthia Tomovic, Phillip Walzer, Scott Harrison

1. Two subcommittees have met since our initial meeting: Mission and Core Values and Opportunities and Challenges.

2. Scott began the presentation of the Mission and Core Values subcommittee’s work.
   a. The committee previously met to try and shorten the core values into single statements when possible, modeling what other institutions have done (Radford).
   b. Each statement begins with “we” and uses a different present-tense verb.
   c. Scott presented each statement so that the committee members could share thoughts and suggestions.
   d. Scott then presented the Mission statement revision, sharing that the subcommittee worked to remove specific lists of groups as to not leave out anyone.
   e. The committee continued to share thoughts and suggestions for the mission statement.
   f. After going through each of the proposed core values statements and mission statement, the committee decided to have Scott post a newer, revised draft so that members could continue to comment and wordsmith.

3. Phillip shared that the Opportunities and Challenges subcommittee has also been working and discussing via email.
   a. The subcommittee worked to revise the opportunities and challenges section to 7-8 key items each.
   b. Due to time, the committee didn’t review at today’s meeting but will discuss at the next meeting on Wednesday, May 25.

**Next Meeting:** Wednesday, May 25, 2022 at 4 p.m. in Zoom