ANNUAL REPORT 2018

show up & write. Proctors & CSU Writes Interns Gratitude Lunch, May 2018
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REPORT SUMMARY

PROGRAM HIGHLIGHTS: Offerings and Outcomes
In 2018, CSU Writes ran 17 Intensive Writing Retreats; 21 workshops; 4 writing group-ups; over 200 show up & write. drop-in writing sessions (M-T-W-R); and organized 13 writing groups. These numbers reflect a 31% increase in retreats (13 in 2017 to 17 in 2018) and workshop offerings (17 in 2017 to 21 in 2018). These numbers also reflect a 28% decrease in writing groups (from 36 in 2017 to 26 in 2018) that is likely due to removing the “group up” from retreats.

This year, CSU Writes added Women & Gender Collaborative (WGC) sponsored events: Mondays First and two women faculty summer writing retreats. Dr. Ray Black from Ethnic Studies co-facilitated the first Faculty of Color (FOC) Retreat. DOC Writes joined the “stream” of offerings alongside FACULTY Writes and GRAD Writes. The new stream includes offerings designed for the more than 300 postdoctoral writers at CSU. I worked with CSU-Postdoc Association (PASS) to organize a small panel/BIG TOPIC on applying for NIH grants and organized a scheduling workshop for postdoc writers.

Attendances grew to 1421 for all offerings and engagements. This attendance reflects such offerings as retreat, workshops, consultations, show up & write. sessions, and special or sponsored events.

BUDGET HIGHLIGHTS
CSU Writes spent 98.5% of its 2017-18 budget of $79, 280. (Note the budget reflects the fiscal, not calendar year.) The largest program expenditures were personnel (director’s salary, internships, and fringe) followed by the Jr. Women Faculty Writing Retreat and food costs related to writing retreats and events. In 2018, the Women & Gender Collaborative sponsored In summer 2018, the Graduate School paid salary for work to be compensated by CEE—USPCASW. These latter costs will be returned in kind (intern salary costs) to the Graduate School Spring 2019.

LOOKING AHEAD
CSU Writes has flourished under the leadership of the Graduate School, and I am delighted join the Graduate School as faculty with an office in the Student Services Building. I wish to fine-tune existing offerings, build out CSU-specific professional STEAM writing support initiatives, broaden the formats and availability of such offerings related to sustainable research and writing practices, and explore new funding options for advancing the researcher writing productivity the era of digital information systems. I continue to look forward to developing events and offerings that serve the evolving needs of the OVPR.

GRATITUDE
More specifically, CSU Writes flourished under the leadership of Dean Jodie Hanzlik and Associate Dean Mary Stromberger in 2018. The Graduate School led efforts to stabilize CSU Writes and to promote future growth. As of fall 2018, CSU Writes became a university base-funded program to be housed in the Graduate School. My position, as founding Director of CSU Writes, was reorganized to a Graduate School faculty position to start Jan. 1, 2019. I am ever grateful for Dean Stromberger’s guidance and support as we develop the program.

The Graduate School staff are consistently impressive and helpful. Dustin Grantham, Marian Willis, Allison DeWealle, and Cathy Lee supported the financial, payroll, and select IT needs of the program. CLA IT helped with basic website hosting and support. CSU Writes’ graduate student interns—Adelle Lonas, Ashlie Johnson, Matthew Peacock, Farah Vera Maloof, and Jeremy Worrell—helped behind-the-scenes with writing group and ELL support, faculty accountability offerings, and general email overload. The increase in attendance numbers this year reflects their dedicated and good-natured efforts.

The progress and success of CSU Writes in 2018 was made possible by continued combined funding from the Office of the Provost, Office of the Vice-President for Research, and the Graduate School. Assistant VP Cori Wong of the Women and Gender Collaborative and the Standing Committee for Women Faculty provided key program support and targeted funds this year. And, always, I am grateful to work with and alongside CSU’s graduate student, postdoc, and faculty writers.

Thank you all for a remarkable year!

Kristina Quynn
Director, CSU Writes
February 2018
<table>
<thead>
<tr>
<th></th>
<th>Salary</th>
<th>Intern</th>
<th>Fringe (?)</th>
<th>Marketing &amp; Materials</th>
<th>Travel Conf.</th>
<th>Speakers</th>
<th>Miscellany</th>
<th>W&amp;GC</th>
<th>Food</th>
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<tr>
<td><strong>Budget</strong></td>
<td>44,835</td>
<td>1,000</td>
<td>11,325</td>
<td>5,000</td>
<td>1,750</td>
<td>1,500</td>
<td>250</td>
<td>7,120</td>
<td>5,500</td>
</tr>
<tr>
<td><strong>% Spent</strong></td>
<td>100%</td>
<td>225%</td>
<td>100%</td>
<td>105.8%</td>
<td>91.4%</td>
<td>116%</td>
<td>243.5%</td>
<td>79.6%</td>
<td>68.7%</td>
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<tr>
<td><strong>Remaining</strong></td>
<td>-</td>
<td>-1,250</td>
<td>-</td>
<td>-288</td>
<td>151</td>
<td>-240</td>
<td>-359</td>
<td>1453</td>
<td>1,719</td>
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</table>

The above categories represent program costs and allocations modeled on the 2016-17 fiscal year with a 3% salary increase and includes $7120 for events sponsored by the Women & Gender Collaborative.

- Slightly under budget
- As of June 30, 2018, approx. $1,185 remaining (final numbers TBC by D. Grantham)
- Conference and Travel costs for three conferences were supplemented by travel funds awarded in the English Department ($700 not recorded above)
- Extending paid internships through summer increased anticipated internship costs
- Marketing & Material costs can be adjusted in 2018-19 to better reflect actual costs
- Food costs can be adjusted to cover actual intern and speaker costs

Not reflected above: Instructional costs related to the special seminar for the with Civil & Environmental Engineering Department and USPCAS-W (approx. $7500) were covered by the Graduate School and to be compensated in Spring 2019.
SUMMARY of CSU Writes’ 2018 Offerings

- 10 Faculty Writing Retreats
- 7 Graduate Student Writing Retreats
- 10 GRAD Workshops
- 10 FACULTY Workshops
- 1 DOC Workshop
- 4 Writing Group Ups (38 writing groups—FAC & GRAD)
- 3 small panel/BIG TOPIC Presentations
- 8 Mondays First: Women Faculty Discussion & Writing Sessions
- 9 -15 Faculty Writers in Productivity/Accountability Pkg. (bi-weekly email check-ins)
- 43 proctors for over 200 bi-weekly sessions of show up & write. during spring, summer, and fall
- 1 GRAD Manuscript Peer Editing Group
- 4 FACULTY Manuscript & Grant Peer Editing Groups
- 42 Consultations (Faculty & Graduate Student)
- 5 Newsletters: Feb, Mar, Summer, Aug, Oct
- Guest Speaker—John Calderazzo “Blogging for Fun & Profit” (Spring 2018)

Program Additions
- Added 4 graduate student intern positions, including one for CEE/USPCASW Seminar show up & write. volunteer proctors increased M-T-W-R sessions
- Faculty of Color Writing Retreat
- Jr. Faculty Women Mt. Campus Summer Writing Retreat (sponsored by W&GC)
- Department Collaborations and Specialized Support
- small panel/BIG TOPIC events to highlight existing CSU writing experts & resources
- Revised CSU Writes Website (on-going into 2019)

Director Quynn’s Invited Talks, Service, Publications, and Recognition
- LEAF Presentation, February 2018
- Bio-Ag Sciences Lunch Presentation, February 2018
- 2 VPR Fellows Talks on Grant Writing co-presented with Dr. Meg Suter, Feb & November 2018
- GS/Career Center Lunch Presentation, May 2018
- CVMBS Summer Scholars Program, “Writing Science – Writ Large”
- Communication & Media Studies Retreat Presentations: “Setting Writing Goals” & “Writing Post-Retreat”
- Computer Science Fall Colloquium, “To Clearly Show Where No One Has Gone Before: Craft & Story & Science in Writing”
- Grad School Professional Development Presentations
  - “Thesis & Dissertation Writing: How to Get Started & Stay Inspired”
  - “Write to Publish”
  - Presented papers at 2 National Conferences: CGCI (Ann Arbor) and &Now (Notre Dame)
  - Attended the Textbook and Academic Authors Annual Conference (Santa Fe), June 2018
  - Attended the Tufte Design Workshop, July 2018
  - CSUW information/booths at Faculty Orientation, Grad School Orientation, and Grad Showcase
- Faculty Mentor Committee: Assist. Prof. Jifeng Bien, MIP
- Completed 2017-18 Academic Management Institute (AMI): Women’s Leadership Program
- Compiled In-House Report: AMI Survey of Women Faculty “Women Faculty and Writing at Colorado State University: A Mediated Dialogue between Select Faculty Writers and Administrators Who Serve CSU’s Research Enterprises”
- ARTICLE: “Drudgery Tales, Abjectified Protagonists, and Speculative Modes in the adjunctroman of Contemporary Academic Fiction” accepted to Genre: Forms of Discourse & Culture.
- Director Kristina Quynn received the College of Liberal Arts Curricular Development Award, 2018-19, in part for her work developing CSU Writes
# PARTICIPATION & OUTCOMES

## RETREATS 2018

<table>
<thead>
<tr>
<th>GRAD #</th>
<th>RSVPs</th>
<th>Participants</th>
<th>Learned Something of Value/Valuable Support</th>
<th>Would Recommend</th>
<th>Made Good Progress/Feel re-energized about project</th>
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<tr>
<td>(FEB)</td>
<td>41</td>
<td>19</td>
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<td>(MAR)</td>
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<tr>
<td>(MAY)</td>
<td>38</td>
<td>17</td>
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<tr>
<td>(AUG)</td>
<td>24</td>
<td>14</td>
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<tr>
<td>(SEPT)</td>
<td>15</td>
<td>11</td>
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<td>5</td>
<td>5</td>
</tr>
<tr>
<td>(OCT)</td>
<td>22</td>
<td>15</td>
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<tr>
<td>(NOV)</td>
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## RETREAT TOTALS

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<th>Progress</th>
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<td>208</td>
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## WORKSHOPS 2018

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<tr>
<th>GRAD Schedule Semester Writing (JAN)</th>
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<td>4.7</td>
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<td>4.8</td>
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### WORKSHOPS continued…

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### WORKSHOP TOTALS

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<th>Recommend</th>
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<td></td>
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### OTHER EVENTS

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<th>Participants</th>
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<tr>
<td>GUEST LECTURE: John Calderazzo “Blogging”</td>
<td>N/A</td>
<td>25</td>
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<tr>
<td>small panel/BIG TOPIC: Feedback on ELL (APR)</td>
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<tr>
<td>small panel/BIG TOPIC: DOC Writes NIH (OCT)</td>
<td>18</td>
<td>25</td>
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<tr>
<td>show up &amp; write. (SP18)</td>
<td>--</td>
<td>451</td>
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<tr>
<td>show up &amp; write. (SU18)</td>
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<td>146</td>
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<tr>
<td>show up &amp; write. (FA18)</td>
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<td>330</td>
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<tr>
<td>Mondays First (SP18)</td>
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<td>71</td>
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<tr>
<td>Mondays First (FA18)</td>
<td>--</td>
<td>17</td>
</tr>
<tr>
<td>Sp/Su Consultations</td>
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<td>24</td>
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<tr>
<td>Fall Consultations</td>
<td>--</td>
<td>18</td>
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<tr>
<td>Writing Groups 26 groups + Other Events: Speaking Workshops &amp; Engagements</td>
<td>Applications</td>
<td>80</td>
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### 2018 EVENT PARTICIPANT TOTALS

<table>
<thead>
<tr>
<th></th>
<th>Attendance Total</th>
<th>ALL EVENTS “Value”</th>
<th>WOULD RECOMMEND</th>
<th>MADE PROGRESS</th>
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<td></td>
<td>1421</td>
<td>4.8</td>
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PROGRAM COLLABORATIONS

CSU Writes

MONDAYS FIRST

WOMEN FACULTY
WRITING & CONVERSATION

Mondays set in motion our work—and scholarly writing—work. On the first Monday of each month of the semester, take a moment to gather with other women-identified colleagues, connect, and set your writing projects in motion.

MONDAYS FIRST SCHEDULE 2018-19
8:30 Coffee & Conversation
9-11:30 Writing Session

FALL 2018     SPRING 2019
SEPT 10   LSC 304      FEB 4     LSC 304
OCT 1     LSC 226      MAR 4     LSC 304
NOV 5      LSC 304     APR 1     LSC 304
DEC 3     LSC 304     MAY 6     LSC 226

Show up for all or a part of a session, as suits your schedule.
Sponsored by the Women & Gender Collaborative

In 2018, CSU Writes collaborated with units, departments, and individual faculty members to provide additional or specialized offerings. These offerings included such sponsored events as Mondays First for women-identified faculty and retreats for Women, Faculty of Color, for NSF-CAREER writers, and for the Communication & Media Studies Department.

Women Faculty Week-Long Summer Writing Retreat June 2018

Jr. Faculty Women Mt. Campus Writing Retreat June 2018

VPR Fellows, NSF-CAREER & NIH Grant Writing

CSU Writes receives program funds from the Office of the Vice President for Research to support such OVPR initiatives as the VPR Fellows Program and NSF-CAREER proposal writing support. These offerings included: a specialty NSF-CAREER retreat and NSF-CAREER peer writing & editing groups; NIH peer editing groups; and guest speaking at VPR Fellows events.
FACULTY OF COLOR RETREAT, Spring 2018
Co-facilitated with Dr. Ray Black from Ethnic Studies, the Faculty of Color Retreat was designed to support CSU faculty who identify as faculty of color and included discussion of writing practice and productivity. It was a highly rated retreat, even with modest attendance. CSU Writes will look to continue collaborating with faculty interested in co-facilitating this event.

COMMUNICATIONS & MEDIA STUDIES RETREAT, July 2018
Devoted attendee of CSU Writes faculty retreats and workshops, Dr. Allison Prasch, Assistant Professor of Communications & Media Studies used the CSU Writes model and itinerary for a department-specific week-long summer writing retreat. Dr. Kristina Quynn gave the retreat’s opening and closing talks. The retreat suggests that college-specific events are worth pursuing.

POSTDOC ASSOCIATION (PASS)
In 2018, CSU Writes added a third stream for postdoc writers—DOC Writes. Working with the Postdoc Association, Dr. Kristina Quynn helped organize a small panel/BIG TOPIC for postdocs and graduate students looking for NIH grant proposal writing strategies. The panel included PASS President, Dr. Ryan Riskowski, NIH recipient, Dr. Chern-Hooi Llim, and Dr. Meg Suter from the OVPR.
show up & write. at the
Consortium on Graduate
Communication Institute

University of Michigan, Ann Arbor,
June 2018.

Director Kristina Quynn gave a talk,
“Low-Cost, High-Impact Writing
Facilitation Offerings” about the
origins and unexpected success of
show up & write. to researchers
and writing program directors from
the United States and Canada.

show up & write. (drop-in writing sessions)

show up & write an article, chapter, thesis...
Really, it works for any writing project.
You’ll produce more pages (likely of better
quality) when you drop in & write regularly.

CSU Writes

CSU Writes encourages graduate
students to develop a regular and
healthful writing practice. An
unexpectedly popular program offering
has been show up & write. drop-in
writing sessions. These are collective
writing sessions where students,
postdoc, and faculty gather for a couple
hours and write together. Proctored by
graduate student and faculty volunteers,
show up & write. sessions cost little to
get going and to maintain; however, they
can make a huge impact on the writing
graduate students produce and the
writing climate of a campus.
CSU Writes Interns are graduate students who hail from multiple disciplines and have been enthusiastic contributors to the behind-the-scenes workings of the program. They even help post event posters around campus. An intern must express interest in strategies for writing facilitation and program development. There were 13 applicants in 2018. These 5 interns represent 5 colleges at CSU: CLA, CNS, COE, CVMBS, & COB.

ADELE LONAS M.A. student in Teaching English as a Second/ Foreign Language (TESL/TEFL), and in Spanish Language and Literature (graduated 2018). She contributed to Writing Group arrangements and ELL workbook support.

ASHLIE DAVIES Ph.D. student in Applied Social & Health Psychology. She is a VPR Fellow and continues as a show up & write. proctor in 2019.

MATTHEW PEACOCK Ph.D. candidate in Civil & Environmental Engineering. A CSU Writes writing group participant since 2016, Matt was a natural choice to facilitate the USPCAW Writing Group/Lab for CEE. He graduated fall 2018.

JEREMY WORRELL first year MBA student in the College of Business. He runs the Faculty & Postdoc Productivity Package and helps with data entry.

FARAH VERA MALOOF Ph.D. candidate in MIP. She works specifically with Writing Groups and data entry. She wishes to start a program like CSU Writes in Mexico after she graduates in 2019.
Director Quynn creates CSU Writes' marketing materials and designs the website.

Events on the CSU Writes Website are updated each semester. Quynn revised the entire website over the 2018-19 winter break.

CSU Writes updated coffee mugs and “Writing in Process” do-not-disturb door hangers in 2018. We also added “Write at Speed” hats, stickers, and pint glasses. The latter with the motto: write. early. often. better. together.

Below are samples of CSU Writes' website and market materials.

Lynna Dicamillo provided advice and support (Graduate School Communications Director) and CLA IT provided web support.
Women & Gender Collaborative

To support the writing of women faculty on campus, the WGC sponsored monthly conversation and writing sessions as well as both women faculty summer retreats.

The Mt. Campus retreat brought together 13 Jr. Faculty from six colleges. The week-long June retreat was open to women faculty writers of all ranks and included 17 participants.

CSU Writes Materials in Action

Hi Kristina,
Do you wonder if the door hangers are used? Yes, this was seen today as I walked down the hallway in the library.
Proof of writing progress! Next time I will get one for my door.

Allison

Provost Miranda gives a “shout out” at Fall Forum sporting a CSU Writes cap.

Assist. Professor John Pippen, a proctor for CSU Writes since 2017.

Cup of Coffee fueling work at a Summer Faculty Writing Retreat, 2018
Faculty NSF CAREER Editing Group: The sessions were the most helpful in terms of brainstorming new ideas and for getting a feeling of how other people viewed my writing in a broad sense. I was able to “boil down” the comments, digest them, and then go home and write. Then, Kristina was amazing at providing feedback offline. My writing partner was also great. I was writing a new proposal from scratch and I have no publications in the area, so this was a tough one for me. I really look forward to starting from a decent place next year, so we can dive deeper into the ideas and how to explain them clearly. Overall, this REALLY exceeded my expectations. I learned a lot!

Graduate Student Manuscript Editing Group: This really helped give me feedback on both my writing projects. The set up was nice, reading different papers. I didn’t think I would receive as much detailed direct feedback. Thank you!

Faculty Summer Writing Retreat: Superb experience. I valued the setting (quiet room, others present, coffee, water) and the guidance (culture of writing, potential for groups, reminders, proctoring).

Faculty Fall Writing Retreat: I needed to get momentum on my writing projects this semester and having a solid, focused day + ½ seemed like a great way to do that. I also benefit from working alongside others—less aft to wander and get distracted…I found the time spent really focused, and distraction-free. Huge. Also, time spent thinking through schedules and trying to plan my work was great. Appreciate the excellent energy.

Graduate Spring Student Writing Retreat: I had some tough writing that needed some serious focus time. I’m happy to report that I completed it successfully. The calendars and self-reflecting is helpful for me to process and I enjoy hearing everyone’s experiences. It’s so wonderful to be around—writing—with other people who are in the same degree stage as you. I love the group writing environment.

Graduate Fall Student Writing Retreat: I was paralyzed—overwhelmed by the amount of writing since I’ve had a hard time getting myself to sit down and write this semester. Hearing other students concerns/challenges with the writing process…and I really needed the accountability to dedicate an entire weekend to writing. This was my first retreat—I’m so glad I came! I’m looking forward to the next one!

Faculty Scheduling Workshop: Thank you very much. This was very practical and prompted me to think about some things differently. Thank you!

Faculty Habit Workshop: I found this really helpful. I have been to various writing workshops elsewhere targeted at academic writers but haven’t heard the belief part [re: studies on maintaining habits] which I think is key for unsticking myself right now…Thank you.

Graduate Student Scheduling Workshop: It’s time to finish my manuscript, and I realized it’s much harder to fit in between class and research than I thought. Super helpful—I will recommend to my lab mates.

Graduate Student Habit Workshop: I want to work on maintaining momentum in my writing and making it a regular habit so that projects feel less daunting. Thank you so much! I found this workshop and the activities very helpful!
FEEDBACK & TESTIMONIALS

SELECTION OF EMAIL GRATITUDE

Re: Interest in CSU Writes' Program and an Advice Query from George Mason University

Hi Kristina,

I just want to say thanks again for all of your insight and generosity. My colleague and I had a meeting last week with the Associate Provost, and it went really well. We are scheduling a couple of follow-up meetings later this semester to talk more specifically.

Thanks again,

[Signature]

Toru Ishii completed a PhD program this Summer

Dear Dr. Quynn:

Thank you very much for your global guidance and support for my dissertation writing. Officially, I could complete my degree program last June at the end of the Summer 2018 and have a PhD now. Without you and CSU Writes, I would not have finished my writing and other requirements.

Once again, I really appreciate your support and concern.

Sincerely,

[Signature]

June writing scores in October

B Vet Med, DVM, MS, PhD

CSU GSU Writs

Thanks, Kristina,

I went to my first "Show Up and Write" session on Wednesday and was surprised by how much I got done. I think this is going to be really helpful for me.

Best,

[Signature]
CSU Writes expanded in 2018 to offer monthly weekend retreats for graduate students and faculty and continued to fine-tune workshop topics and other offerings for GRAD Writes FACULTY Writes, and DOC Writes. Director Quynn’s faculty position of (.625 Graduate School / .375 English Department) will continue to her transition to CSU Writes more fully in 2019 (.75 GS / .25 English). The number of program offerings in 2019 will increase slightly (with 2 additional summer retreats and 3 additional GRAD Writes workshops). However, these offerings may indicate a limit to the number of program offerings with current staffing (director, interns, GS staff support). The participant satisfaction rate of 4.8 for offerings also indicates the high quality of offerings and suggests modest opportunity for improvement. Program growth in 2019 is most likely to surface in improved attendance and specialized college and department offerings.

A nimble and innovative program, CSU Writes includes a research agenda. Director Quynn works to better understand writing productivity, sustainable writing practices, and professional writing support programing for researchers and scholarly writers. In the coming year, Quynn looks forward to pursuing research into professional “sustainable writing practices” at CSU. She and Cyndi Stewart will submit an article on the value of graduate student retreats at research institutions to a special edition on leadership and programming of International Journal of Sustainability in Higher Education. Quynn will present on “sustainable writing practices and the professional development of graduate student writers” at the upcoming Consortium on Graduate Communication Institute (Summer 2019).

CSU Writes's rapid growth over the past three years suggests numerous opportunities for future growth and study. Some of the opportunities listed below were part of the 2016-18 Program Report on Participant Numbers and Quality and they remain, or are, continuing opportunities for growth:

**OFFERINGS**
- Increased editing support for OVPR grant writers
- Collaborating with on-going and incoming writing support options
- Fee-for-service editing for faculty
- Increased customized offerings for departments interested in in-house writing facilitation (retreats, workshops, writing & editing groups)
- Program organization and targeted support for CSUs more than 300 postdoctoral fellows

**RESEARCH**
- Defining a “sustainable writing practice” for R1 researchers, faculty, and students in a post-2007 digital world
- Application for NSF-Impact funds to study “leaky pipeline” and writing among women postdocs in STEM (currently working with Dr. Jennifer Hoeting)
- Study of “Climate Change” of collegiality and productivity across campus where writing
- Study of increased publication rates among faculty and decreased time-to-degree rates among graduate students at CSU

**NEEDED SUPPORT**
- Identify cross-campus writing support programs, faculty, and events (eg. MIP grant writing)
- New software and records design to record and track participation (FileMaker)
- Increased administrative support to track program participation numbers, record RSVPs and applications
- Program retreat space

Regarding “NEEDED SUPPORT,” we (director, interns, and hourly support) are still updating the program’s master list to better track the colleges and departments of attendees. These numbers were easier to track when the program was smaller. As it has grown, we realize that former systems for tracking attendees are no longer as easy to update or maintain.

In 2019, Director Quynn looks to improve the quality of writing group support; add ELL writing group and editing group support; increase the number of CSU Writes volunteers; organize round-tables of faculty to speak to working with graduate student writers; and collaborate with the Women & Gender Collaborative to provide additional Women Faculty Writing Retreats and “Mondays First” discussion/writing sessions.