

TO: President Tom Courtway, Vice President of Finance Diane Newton, Provost Steven Runge

FR: Dean Rollin Potter, Department of Writing Chair Dr. Scott Payne, Department of Writing Internship Director Dr. Francie Bolter, Arkansas Writers MFA Workshop Director Stephanie Vanderslice

RE: Conditions for a true UCA-Oxford American Partnership

DATE: August 27, 2012

With the growth of the Department of Writing, the Arkansas Writers MFA Workshop in the College of Fine Arts and Communication and the International Short Story Conference in the College of Liberal Arts, we believe that a continuing partnership with the Oxford American literary magazine can be of mutual benefit to both UCA and the Oxford American (OA). To ensure a reciprocal relationship, however, the following conditions must be met:

1. The Arkansas Writers MFA Workshop will receive a full page ad in two issues of the Oxford American per year.
2. The College of Fine Arts and Communication will receive full page ads for all other issues within the same year.
3. The Oxford American will designate two of its annual paid internships for UCA students, one for undergraduates in the approximate amount of \$4,000, and the other in the form of a graduate assistantship for the Arkansas Writers MFA program in the approximate amount of \$12,000. Appropriate faculty at UCA will screen candidates for each internship before recommending them to the OA.
4. A good-faith effort will be made on the part of the Oxford American staff to be responsive and accessible via email and phone to appropriate UCA faculty and/or staff as both parties endeavor to work together for the mutual benefit of both institutions.
5. In order to maintain this accessibility and transparency, two seats on the Oxford American Advisory Board will be designated for appropriate UCA faculty and/or staff.
6. Appropriate members from both institutions will seriously explore the possibility of merging the aspects of the International Short Story Conference (as determined by its representatives), the Arkansas Writers MFA Workshop and the Oxford American Writer's Summit to the benefit of all three parties.
7. The Oxford American will take all appropriate measures to ensure that the magazine's partnership with UCA remains a visible part of its identity without implying that it is a localized, campus organization.