

1. Overall Writing Program.

- a. No coordination has been permitted between E306/E346/SWC.
- b. No writing component in sophomore courses. (Sophomore office closed).
- c. No coordination attempted on placement scores for E306/E346.
- d. No coordination on teacher training, syllabi, complaints, plagiarism, grading sessions, grading criteria, assignments, testing, etc.
- e. No extension of writing lab services to E346 or to English Department SWC courses.

2. E306.

- a. Office has been gradually "dismantled."
- b. Not consulted in major staff reorganization: original plan had freshman office reduced to a half-time clerk-typist
- c. Not permitted control of staff: administrative assistant maneuvered out of freshman office and out of department. Staff reduced from administrative secretary and secretary to secretary.
- d. Not consulted in office planning, or use of office facilities.
- e. Freshman Office duplicating services now under demonstrably less efficient main office control.
- f. Not consulted or informed about equipment purchases. Computers purchased without consultation. Inadequate printers ordered. Despite inquiries, main office was not aware that printers had arrived. Remained unused while freshman office prepared a lengthy summer syllabus.
- g. Freshman Office never given a clear answer about Dean's approval/denial of specific word-processor request.
- h. Not informed or consulted about decision to designate E307/E308 as substantial writing component courses.
- i. Not consulted about number of courses needed before decision to cancel E307/08 offerings for fall, 1984.
- j. Not given accurate information about departmental planning for 1984-85 year: course offerings and hiring.

- k. Not consulted prior to public announcement of Dean's decision not to support E106 and E206 at meeting of departmental senate.
 - l. Not given accurate information about university status of E106/E206.
3. Writing Lab.
- a. Not consulted with prior to decision not to rehire writing lab director.
 - b. Given ominous warnings about writing lab director's status as early as October, 1983.
 - c. Plans to increase writing lab services cancelled.
 - d. Indicated strong reservations about the use of computers in the writing lab.
 - e. Indication of intentions to increase writing lab director's course load beyond what was approved by the Dean's office.
4. Hiring and Staffing.
- a. Denied input into lecture-hiring process: no inquiries made about quality of work, instruction, value to program, etc.
 - b. Denied a list of lecturers hired, both in fall, 1983 and in June, 1984.
 - c. Denied details of ranking.
 - d. Denied details of hiring criteria.
5. E346K.
- a. No administrative links permitted between E306/E346K.
 - b. No office or staff provided for E346K.
 - c. No program director for E346K. (Malof is a committee chair.)
 - d. No materials in readiness for E346K, no handbook, or teacher support despite 1 1/2 years lead time.

6. Miscellaneous.

- a. No rhetoric people on SWC course committee to liberal arts.
- b. Bungling of Lunsford hiring effort.

7. On the positive side.

- a. Has permitted two additional T.A.'s in summer writing lab.
- b. Has indicated a willingness to approve a refined Freshman English Policy Committee structure.
- c. Has agreed to 3/4 time appointment for lab director.
- d. Has approved and encouraged SWC training sessions staffed by English personnel and funded by Liberal Arts.