



CENTER FOR TEACHING EFFECTIVENESS
THE UNIVERSITY OF TEXAS AT AUSTIN

Main Building 2200 • Austin, Texas 78712-1111 • (512) 471-1488

May 17, 1985

To: Writing Committee Chairmen
From: Marilla Svinicki
Re: Summer activities for substantial writing courses

After contacting almost all of you about the needs of your faculty for summer sessions on the substantial writing courses, I've found that a majority of you feel no need at this time for any general University-wide sessions. There is an interest in some colleges for college-level get-togethers, and it would be my pleasure to help in organizing those and/or attending any that are held so I can learn from your faculty about their experiences.

Most of you seemed to support the idea of an idea book for substantial writing courses, which could be given to those faculty considering organizing such a course. I will work with several of you who have volunteered to help put such a thing together, and hopefully it could be out in rough form for your approval by the end of June. After you look it over and make any suggestions or special modifications appropriate to your college, we can distribute them to new faculty and to those scheduled for substantial writing courses. In order to make such a book useful, it would be a good idea to find out from the involved faculty what kinds of information it should contain. To that end, I'd like to circulate a questionnaire to last year's substantial writing course faculty to get their input. I have attached a copy of the survey. If you have any objections or suggestions, please let me know. Otherwise I'll just send it out to the faculty listed in the course schedule and hope that they will respond.

For those TAs involved in substantial writing courses, we will repeat the sessions we held this spring at the beginning of the fall semester. They seemed to be fairly useful and we hope that any interested TAs will be encouraged to attend. I will keep you informed of the schedule later this summer.

As before, if there is anything I can do to help your faculty with the writing courses, please contact me.

John - For your information

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SAMPLE
SURVEY

May 19, 1985

To: Faculty teaching substantial writing courses

From: Marilla Svinicki

Re: An Ideabook for substantial writing courses

Several faculty have suggested it would be useful to compile a sort of handbook for faculty embarking on teaching of a substantial writing course. The best source of ideas for what should be included in such a book is the one who has already gone through the fire. This means you. Would you please help us determine the contents of this book by responding to the questions below and returning this sheet to:

Marilla Svinicki
Center for Teaching Effectiveness
Main 2200
CAMPUS

Thank you for your input.

1. What information would be most useful to someone designing a substantial writing course?
2. What resources should a substantial writing course instructor know about?
3. What format for the delivery of this information would be most productive?

POSSIBLE OUTLINE FOR THE IDEA BOOK ON SUBSTANTIAL WRITING COURSES

1. What are some different ways of viewing a substantial writing course?
 - different emphases
 - differences among the colleges
2. Current views and research findings on writing/thinking
3. Planning assignments
 - different types of assignments
 - characteristics of good assignments
4. The writing process
 - drafts, revisions
 - the importance of feedback
5. Evaluating writing
 - marking
 - assigning grades
6. Helping students
 - conferences
 - problems in writing
 - scholastic dishonesty problems
7. How different UT faculty have conducted their Substantial writing courses
8. How not to be overwhelmed by the paperwork
9. Resources on campus to help you and your students

This is a very rough draft of a table of contents for this handbook. We would appreciate your suggestions.