



THE UNIVERSITY OF TEXAS AT AUSTIN

AUSTIN, TEXAS 78712

Office of the Chairman

Departments of English

(512) 471-4991

15 February 1980

MEMORANDUM

To: Teaching Staff, Department of English

From: Joseph J. Moldenhauer, Chairman *JM*

Subject: Freshman Composition Study

Will the member whose name is asterisked in each of the following team membership lists please take the initiative in scheduling the team's first meeting? I expect each team to determine its own organization, distribution of tasks, and subsequent meeting times. In your communications with the Department, please advise your colleagues, including me, as to whom you have chosen to chair your group--i.e., the person to whom written suggestions and inquiries about meeting times, etc., should be directed.

Please plan your work, if at all possible, on a two- or three-week deadline for the preliminary development of proposals. These proposals from the various teams will be outlined to the Department and discussed in brief at a departmental meeting before the smaller committee or task force coordinates them for final departmental consideration.

At the present stage, no team should worry about what the other teams are doing or assume areas of responsibility assigned to other teams. Everyone is free, of course, to give opinions and ideas to any group in an individual capacity.

AREAS FOR STUDY AND PROPOSALS: TEAM MEMBERSHIPS

1. Admissions and Registration: cut-off dates; limits on numbers admitted; limits on quality of students admitted; credit or non-credit first composition course; status of remedial arrangements -- Keith Byerman, James Duban,\* Ann Graybiel, Wayne Lesser, Joseph Slate.
2. Degree Requirements: number of English hours required for Plan I degree; English courses required; alternate or substitute writing courses in other departments (e.g., a "freshman seminar" system like Northwestern's or a "foundation course" system like Middlebury's); exit exam between sophomore and junior year -- Norman Farmer, James Garrison,\* Janice Haney-Peritz, Walter Reed, Mary Robertson, William Sutherland.

3. Exemptions: cutting scores for advanced placement; exemption instruments, especially for E 307 and E 308; timing of exams; centralized vs. decentralized placement testing -- Karl Ames, Kate Frost, Carol MacKay, John Velz,\* Stephen Witte, William Goetz.
4. Format I: sequence of required composition courses in student's career (including consideration of effect on prerequisites for sophomore and upper-division English); sectionizing by student's major; grading standards; panel graded finals -- Alan Gribben, Lester Faigley,\* Kurt Heinzelman, Gerald Langford, Thomas Miller, Charles Rossman.
5. Format II: available class patterns (large sections, size of small sections, combinations of organized and tutorial work); use of graders; writing labs; self-paced instruction; computer instruction; workload for student (number of themes or pages written); fall-spring balance of section numbers -- Warner Barnes, John Bertelsen, David Calonne, Maxine Hairston, John Ruszkiewicz,\* Joseph Williams.
6. Content: educational philosophy and objectives of the freshman composition courses separately and collectively; 306-307/308-sophomore options sequence -- Carlota Dwyer, John Farrell, Don Graham,\* Ernest Kaulbach, James Kinneavy, Steven Lynn, John Slatin, Robert Twombly, James Wimsatt.
7. Staffing: size of English faculty; makeup of staff for composition courses (proportions or numbers of AIs, temporary faculty, tenured and tenure-seeking faculty); staff workload (number of composition sections taught, TLC points for composition); departmental affiliation of composition staff (AIs and regular faculty from other departments) -- Michael Beehler, Susan Blalock, Evan Carton, Sue Chisholm, Joseph Kruppa,\* Neill Megaw.
8. Administrative Rearrangement: Rhetoric Department -- David Beer, Roger Renwick,\* Sue Rodi, Richard Simon, John Walter.

JJM:psw

