

To: John Ruszkiewicz
From: Carol MacKay
Subject: Writing Lab
Date: March 18, 1983

Here are some reactions and responses to the document submitted by David McMurrey on increased lab use and resulting needs.

Estimate of increased lab use: These figures will, of course, need to be increased still further by our estimates of upper-division use. As for additional use at the lower-division level, I think we can expect heavier use for 316K classes, given their size (not the best teacher-student ratio for a class "with a substantial writing component").

Writing lab needs as a result of these increases: I concur with the proposal for a formal training program for the staff. I also think we can expect (or should encourage) increased drop-in by faculty across the campus who are teaching writing more than they have in the past.

Assistant director: Could this position be treated as parallel to the role of the assistant director of composition, i.e., one graduate student, who rotates through each year, is selected on a competitive basis, and has a considerably reduced teaching load?

Additional computer terminals: Let's considering a program that gradually builds in more terminals, for different programs and purposes. As for the advanced composition classes, I think we can speak specifically to the editing skills that word processing provides.

Permanence/assistant professorship for the director: It is important for the director to be involved in the education and training of our graduate students, if the lab and lab work are to be an integral part of graduate teacher training. In this respect, we help our graduate students receive the training that will assist them in job placement--and we make our writing program more effective for the students who take our courses and use our lab.

Stature of the UT writing lab: We have an excellent opportunity to build on an already acknowledged leader in the field. To do so, we must broaden the lab's base, provide solid training for the staff, and develop specific instructional materials--all of which I see outlined in Dave's proposal. Let's give these areas all the support we can.