



COUNSELING, LEARNING AND CAREER SERVICES

THE UNIVERSITY OF TEXAS AT AUSTIN

Learning Skills Center • A332 Jester Center • Austin, Texas 78784 • (512) 471-3614

To: John Ruszkiewicz
From: Pat Heard *Pat*
Date: April 14, 1986
Re: Summer '86 PREVIEW Program for U.T. Minority Freshmen

We were pleased to learn that, after our meeting about the PREVIEW '86 program, you had talked with Joe Kruppa and received his support as well. When we met with Ron Brown last Monday, we told him that the English Department felt it could handle the staffing of three sections of English 306 for these students but would need approximately \$4,000 to provide extra staffing for these students' use of the Writing Lab on Wednesday and Friday afternoons from 2:00-5:00 p.m. He didn't seem to think that would be a problem.

I am attaching the most recent (and hopefully final!) draft of the six class schedules which various PREVIEW students will have depending upon their placement test performance. You'll note that it also reflects our discussion about trying to have students from one E 306 section in the Writing Lab at the same hour, though that may have to be adjusted if one E 306 group (e.g., Schedule D) is too large. We continue to hope that would facilitate closer communication between the E 306 instructor and the lab staff working with students from his/her section. By having all three E 306 groups scheduled for English at the same hour (10:00 a.m.), it should be relatively easy to adjust the class sizes when we know the number of actual enrollments.

I suppose what's needed now is:

- (a) Reserve three July E 306 sections at 10:00 a.m. for these students. (Suzan Armstrong-West will talk with Mike Washington in the Registrar's Office about this.)
- (b) Recruit and select especially able and interested instructors for these E 306 sections. (You mentioned that Joe Kruppa would handle this.)
- (c) Arrange the extra staffing for the Writing Lab needed on Wednesday and Friday afternoons 2-5 and reserve the extra room near the Writing Lab that you all thought would be useful. (Will you and/or Light be doing this?)

Please give me a call if I've forgotten something, and, in the meantime, thank you for your interest in and support of this program.

xc: Dr. Joe Kruppa Dr. Suzan Armstrong-West
 Dr. Lance Bertelsen Tom Backus
 Dr. Light German Julie Thomas

	A	B	C	D	E	F
8:30- 9:45			Chem 305			Chem 305
10:00-11:15	Eng 306	Soc 302	Soc 302	Eng 306	Soc 302	Eng 306
11:30-12:45				Math 301	Math 301	
1:00- 2:15	Phys 306	Phys 306				
2:00- 3:00			Chem SI TT 2:00-3:00			Chem SI TT 2:00-3:00 Writing Lab WF 2:00-3:00
3:00- 4:00	Writing Lab WF 3:00-4:00	Soc SI MW 3:00-4:00	Soc SI MW 3:00-4:00	Math SI TT 3:00-4:00	Soc SI MW 3:00-4:00 Math SI TT 3:00-4:00	
4:00- 5:00 (4:30- 5:30)	Phys SI TT 4:30-5:30	Phys SI TT 4:30-5:30		Writing Lab WF 4:00-5:00		

SECOND SI GROUPS ONE HOUR LATER IF NEEDED