

## Notes on contributors

**Toby Fulwiler** is assistant head of the Humanities Department at Michigan Technological University, where he helped initiate "writing across the curriculum" in 1977, after attending a Rutgers NEH Summer Seminar on "Writing in the Learning of the Humanities." He has published articles in *College English*, *CCC*, and *Freshman English News*. He received a Ph.D. in English at the University of Wisconsin in 1973.

**Margaret Furcron** teaches basic writing at Rutgers University in Newark. Since 1973, she has also been director of the Learning Center, a peer tutoring program which she established. She was involved in developmental education as a teacher and administrator for almost 25 years at Brooklyn and Medgar Evers Colleges of the City University of New York before joining the Rutgers-Newark faculty. Since 1976, she has coordinated the annual Rutgers conference, "Lessons that Teach Composition in College," which she designed and initiated. She has also been a consultant in conference design for national and local conferences and has presented papers on teaching composition and on tutor training at NCTE, CCCC, and various other conventions. She has been a consultant to college English programs in Massachusetts, New Jersey, and North Carolina. From 1977 to 1980, she was a member of the Reading and Writing Advisory Committee of the New Jersey Council on Basic Skills and has just become a charter member of the regional writing council sponsored by the New Jersey Department of Higher Education.

**Elaine P. Malmon** is the associate dean for curriculum research and the director of the Cross-Disciplinary Writing Program, which she initiated, at Beaver College, Glenside, Pennsylvania. She has co-authored two composition textbooks, *Writing in the Arts and Sciences* (available in January, 1981) and *Readings in the Arts and Sciences*, both forthcoming from Winthrop. She is also the director of the NEH National Dissemination Program in Writing Across the Curriculum, which will sponsor two summer institutes, one in 1981 and another in 1982.

**Ann Ralmes** is an assistant professor of English and coordinator of the Developmental English Program at Hunter College, City University of New York. She is the author of *Focus on Composition* (New York: Oxford University Press, 1978) and of articles on composition, including "Writing and Learning Across the Curriculum" in *College English* (41, 7, March, 1980). Her conference papers include CCCC, MLA, CCTE, and TESOL. She has recently co-authored a Hunter College handbook for instructors in disciplines other than English who undertake to assign writing in their courses.

## Announcements

### *Call for papers*

The MLA Teaching of Writing Division will sponsor three sessions at the MLA convention in New York, December, 1981. Session topics are 1. the relationship of literature to teaching writing; 2. the relationship of reading theory to teaching writing; and 3. the relationship of other disciplines to teaching writing. The deadline for proposals, in the form of a 200-word abstract, is April 1, 1981. Address proposals to Professor Win Horner, Chairperson, MLA Teaching of Writing Division, English Department, University of Missouri, Columbia, MO 65211.

### *New editors*

We announce with pleasure that the WPA executive committee, at its December meeting, appointed three new members to the *WPA* editorial board. They are Lynn Z. Bloom, College of William and Mary; Charles R. Cooper, University of California, San Diego; and John T. Harwood, Pennsylvania State University. The new editors replace three whose terms expired at the end of 1980: Enid Bogle, Timothy Donovan, and Nathaniel Teich. We regret losing these retiring members of the board and thank them for their critical acumen, hard work, and encouragement. We hope they will allow us to call upon their valuable experience and expertise from time to time in the years ahead.

We are happy also to announce that the WPA executive committee has appointed Joseph F. Trimmer, Ball State University, to the position of *WPA* Managing Editor. He replaces Richard Sterling, who has served in that position with distinction for the past year and a half. We appreciate his thoughtful, energetic contribution to the journal and to WPA, and look forward to receiving his continuing help and advice in the future.

### *Writing Program Effectiveness Project*

Four faculty members at the University of Texas, Austin, have received a three-year FIPSE grant to develop a comprehensive set of procedures for evaluating nation-wide the effectiveness of college writing programs. James Kinneavy is project director. John Daly, Lester Faigley, and Stephen Witte will conduct the research. The project will focus on teaching writing (curricular practices and instructional techniques), writing processes and products, and the goals of post-secondary writing programs in a variety of settings.

### *WPAs and textbook publication*

The NEH-Iowa Institute on Writing will sponsor a panel on "The Publishing Industry and the Profession" at CCCC in Dallas, March 26-28. The panel will include representatives of textbook publishing companies, authors of recently published texts, and writing program administrators who have attended the Iowa Institute. Background papers by participants discussing basic principles of textbook writing and publishing are available by writing to Professor Timothy Donovan, English Department, Northeastern University, Boston, MA 02115.

### *Writing across the curriculum*

The National Endowment for the Humanities will sponsor a five-week institute in Writing Across the Curriculum at Beaver College, June 29 to July 31, 1981. Prospective participants must apply in teams of three: two college or university instructors from the same institution—one in English, one in another humanities discipline—and one instructor (in English, social studies, or foreign language) from a secondary institution in the same geographic area as the college or university. For further information and application write to: Professor Elaine P. Maimon, Beaver College, Glenside, PA 19038. Telephone: 215-884-3500, extension 320. Application deadline: April 3, 1981. The institute will be offered again in 1982.

### *Summer peer tutoring institute*

The Brooklyn College Summer Institute in Training Peer Tutors will be offered for a second time during summer, 1981. Institute seminars are based on the course described by Marcia Silver in "Training and Using Peer Tutors," *College English*, December, 1978; and by Kenneth A. Bruffee in "The Brooklyn Plan: Attaining Intellectual Growth through Peer-Group Tutoring," *Liberal Education*, December, 1978, and in *A Short Course in Writing*, 2nd ed. (Cambridge, Massachusetts: Winthrop, 1980). Application forms for the 1981 institute, and for the institute's New York City regional internships, may be obtained by writing Marcia Silver, Project Administrator, Brooklyn College Peer-Tutor Training Institute, English Department, Brooklyn College, Brooklyn, New York 11210. Application deadline, April 15, 1981. The institute is supported by a grant from the Fund for the Improvement of Postsecondary Education.

### *CAWS conference*

The CUNY Association of Writing Supervisors (CAWS) will hold its sixth annual conference on writing April 3, 1981, at Roosevelt House, Hunter College. The conference theme is "Writing Programs Ten Years after Open Admissions." For further information contact Carol Schoen, CAWS Conference Coordinator, ACS/Seek Department, Lehman College, Bronx, NY 10468.

## WPA in Arkansas

On October 25, 1980, the University of Arkansas, in cooperation with WPA and NEH, sponsored a one-day conference on teaching writing. The conference included a session on "The Administrator of Writing: The Organization of the Writing Program," chaired by Shirley Coleman. Also involved in this session were Dorothy McDonald, Jean Elliott, and Viralene J. Coleman. The conference leader was Evelyn Johnson.

## Reference shelf

This spring MLA will publish *The Teaching Apprentice Program in Language and Literature*, edited by Joseph Gibaldi and James V. Mirollo. The book includes a survey of college and university teaching apprentice programs, including information on a wide variety of issues from types of training, supervision, and evaluation, to contractual agreements, funding, and departmental governance. It also describes 18 representative and innovative programs for training new teachers in composition as well as in literature and foreign languages. To order, write to the Office of Book Publications, Modern Language Association, 62 Fifth Avenue, New York, NY 10011. Price: \$7.

The *Journal of Academic Skills*, a publication of the Center for Academic Skills at City College (CUNY), publishes articles focusing on educational issues having to do with culturally diverse student populations. Volume 1, Number 1 (Spring, 1980), is an attempt to respond to problems faced by urban colleges in particular. For further information write Marshall Bellovin, Editor, *Journal of Academic Skills*, Center for Academic Skills, City College, New York, NY 10031.

Russell C. Long's "Originating a Basic Writing Course: Basic Problems, Basic Decisions," *The CEA Critic*, 43 (January, 1981), 33-37, offers a brief introduction to some of the problems—conceptual, institutional, and curricular—that a writing program administrator can encounter when creating a basic writing program or when making changes in an existing program. The article also suggests a few helpful, succinctly stated ways of dealing with these problems.

## Alphabetical index, WPA, Volumes 1-4 (1977-1981)

- Bataille, Robert R., "A major problem in administering writing programs: Hiring composition specialists." 2, 2 (Winter, 1978), 9-16
- Bataille, Robert R., "Hiring composition specialists." 4, 1 (Fall, 1980), 17-21
- Bonner, Thomas, Jr., "Six steps toward departmental engagement in composition." 4, 2 (Winter, 1980), 20
- Brekke, Alice, "The impact of testing on one California university campus: What the EPT has done to us and for us." 3, 3 (Spring, 1980), 23-26
- Brick, Allan, "The CUNY Writing Assessment Test and the teaching of writing." 4, 1 (Fall, 1980), 28-34
- Brothers, Barbara, "Three kinds of writing workshops for English teachers." 4, 2 (Winter, 1980), 21-22
- Bruffee, Kenneth A., Editorial 1, 3 (Spring, 1978), 6-12  
2, 3 (Spring, 1979), 3-5  
3, 1 (Fall, 1979), 7-8  
4, 1 (Fall, 1980), 7-9
- Bylaws, Council of Writing Program Administrators 1, 3 (Spring, 1978), 13-15  
2, 3 (Spring, 1979), 10-12  
4, 3 (Spring, 1981), 61-62
- Donovan, Timothy R., "Writing administration and the Ph.D. in composition." 2, 2 (Winter, 1978), 3-8
- Donovan, Timothy, and Ben W. McClellan, "Reflections on the state of the art: An interview with William E. Coles, Jr." 1, 2 (Winter, 1977), 3-10
- Dunn, Thomas M., "Writing in the sciences." 4, 1 (Fall, 1980), 11-15
- Farrell, Robert, Editorial 1, 2 (Winter, 1977), 1
- Findlen, George R., "A device for interpreting the results of student evaluation forms." 3, 2 (Winter, 1979), 25-30
- Flanigan, Michael C., "Observing teaching: Discovering and developing the individual's teaching style." 3, 2 (Winter, 1979), 17-24
- Fulwiler, Toby, "Writing across the curriculum at Michigan Tech" 4, 3 (Spring, 1981), 15-20
- Furcron, Margaret, "Eight steps in planning a regional conference." 2, 1 (Fall, 1978), 11-22
- Furcron, Margaret, "The WPA guide to planning regional academic conferences." 4, 3 (Spring, 1981), 23-51

Hairston, Maxine, "What freshman directors need to know about evaluating writing programs."	3, 1 (Fall, 1979), 11-16
Hoddeson, David, "On speaking and writing."	1, 2 (Winter, 1977), 13-17
Jewell, Walter, "The contribution of administrative leadership to academic excellence."	3, 3 (Spring, 1980), 9-13
Klaus, Carl H., "The Iowa Institute on Writing."	2, 1 (Fall, 1978), 11-22
Larkin, Greg, "The essential unity of language arts programs: Its pedagogical implications."	3, 1 (Fall, 1979), 25-28
Lehmann, Gary, "Using a checklist of writing skills."	1, 2 (Winter, 1977), 12
Lindemann, Erika, "Evaluating writing programs: What an outside evaluator looks for."	3, 1 (Fall, 1979), 17-24
Lyons, Robert, "The City University of New York Writing Assessment Test: A faculty-generated model."	4, 1 (Fall, 1980), 23-27
Lyons, Robert, "Faculty development through professional collaboration."	4, 2 (Winter, 1980), 12-18
Maimon, Elaine P., "Writing in all the arts and sciences: Getting started and gaining momentum."	4, 3 (Spring, 1981), 9-13
Marius, Richard, "Faculty indifference to writing: A pessimistic view."	4, 2 (Winter, 1980), 7-11
Nold, Ellen, "Helping faculty to make rewarding assignments."	4, 2 (Winter, 1980), 19
Raimes, Ann, "Comment [on Fulwiler and Maimon]."	4, 3 (Spring, 1981), 21-22
Rankin, David, "A common-sense approach to administration."	4, 2 (Winter, 1980), 29-33
Skerl, Jennie, "Training writing lab tutors."	3, 3 (Spring, 1980), 15-18
Smith, Don, "Symposia contribute to public's understanding [of writing problems]."	1, 2 (Winter, 1977), 18
Teich, Nathaniel, "TSWE for placement in skills and basic composition courses."	1, 2 (Winter, 1977), 11
White, Edward M., "The California State University English Placement Test (EPT): Purpose and potential."	3, 3 (Spring, 1980), 19-22
Wiener, Harvey S., "President's message."	1, 3 (Spring, 1978), 4 2, 1 (Fall, 1978), 3 3, 2 (Winter, 1979), 7 3, 3 (Spring, 1980), 7 4, 3 (Spring, 1981), 7
Woods, William F., "Industrial management and teaching evaluation programs."	3, 2 (Winter, 1979), 9-16
WPA Board of Consultant-Evaluators, "Writing Program Evaluation: An outline for self-study."	4, 2 (Winter, 1980), 23-28

## Selective subject index, WPA, Volumes 1-4

### Administrative leadership

Bruffee, Kenneth A., Editorial	3, 1 (Fall, 1979), 7-8 4, 1 (Fall, 1980), 7-9
Jewell, Walter, "The contribution of administrative leadership to academic excellence."	3, 3 (Spring, 1980), 9-13
Rankin, David, "A common-sense approach to administration."	4, 2 (Winter, 1980), 29-33
Furcron, Margaret, "The WPA guide to planning regional academic conferences."	4, 3 (Spring, 1981), 23-51

### Hiring

Bataille, Robert R., "Hiring composition specialists."	4, 1 (Fall, 1980), 17-21
--	--------------------------

### Program development

Bonner, Thomas, Barbara Brothers, Robert Lyons, Richard Marius, and Ellen Nold, "Forum: Faculty development in composition."	4, 2 (Winter, 1980), 7-22
Donovan, Timothy R., "Writing administration and the Ph.D. in composition."	2, 2 (Winter, 1978), 3-8
Fulwiler, Toby, Elaine P. Maimon, and Ann Raimes, "Forum: Writing across the curriculum."	4, 3 (Spring, 1981), 9-22
Skerl, Jennie, "Training writing lab tutors."	3, 3 (Spring, 1980), 15-18

### Program evaluation

Hairston, Maxine, "What freshman directors need to know about evaluating writing programs."	3, 1 (Fall, 1979), 11-16
Lindemann, Erika, "Evaluating writing programs: What an outside evaluator looks for."	3, 1 (Fall, 1979), 17-24
WPA Board of Consultant-Evaluators, "Writing Program Evaluation: An outline for self-study."	4, 2 (Winter, 1980), 23-28

### Teacher evaluation

Flanigan, Michael C., "Observing teaching: Discovering and developing the individual's teaching style."	3, 2 (Winter, 1979), 17-24
Woods, William F., "Industrial management and teaching-evaluation programs."	3, 2 (Winter, 1979), 9-16

### Writing

Dunn, Thomas M., "Writing in the sciences." 4, 1 (Fall, 1980), 11-15

### Testing

Brekke, Alice, "The impact of testing on one California university campus: What the EPT has done to us and for us." 3, 3 (Spring, 1980), 23-26

Brick, Allan, "The CUNY Writing Assessment Test and the teaching of writing." 4, 1 (Fall, 1980), 28-34

Lyons, Robert, "The City University of New York Writing Assessment Test: A faculty-generated model." 4, 1 (Fall, 1980), 23-27

Teich, Nathaniel, "TSWE for placement in skills and basic composition courses." 1, 2 (Winter, 1977), 11

White, Edward M., "The California State University English Placement Test (EPT): Purpose and potential." 3, 3 (Spring, 1980), 19-22

## COUNCIL OF WRITING PROGRAM ADMINISTRATORS BYLAWS

Adopted December 29, 1977

Revised, June, 1980

### I. Purposes\*

Notwithstanding any other provision of these bylaws, the Council of Writing Program Administrators (WPA) is organized exclusively for educational purposes, as stated in section 501 (c) (3) of the Internal Revenue Code of 1954, and shall not carry on any activities not permitted to be carried on by a corporation exempt from Federal income tax under section 501 (c) (3) of the Internal Revenue Code of 1954.

No part of the net earnings of the WPA shall inure to the benefit of any member, trustee, director, officer of the corporation, or any private individual (except that reasonable compensation may be paid for services rendered to or for the WPA), and no member, trustee, officer of the WPA or any private individual shall be entitled to share in the distribution of any of the corporate assets on dissolution of the WPA.

No substantial part of the activities of the WPA shall be carrying on propaganda, or otherwise attempting to influence legislation (except as otherwise provided by Internal Revenue Code section 501 (h), or participating in, or intervening in (including the publication or distribution of statements), any political campaign on behalf of any candidate for public office.

In the event of dissolution, all of the remaining assets and property of the WPA shall after necessary expenses thereof be distributed to such organizations as shall qualify under section 501 (c) (3) of the Internal Revenue Code of 1954, as amended, or to another organization to be used in such a manner as in the judgement of a Justice of the Supreme Court of the State of New York will best accomplish the general purposes for which the corporation was formed.

### II. Membership

The Council of Writing Program Administrators will offer membership to directors and former directors of writing programs in colleges and universities across the country. By means of advertising in MLA, NCTE, CCCC, and other journals, directors and former directors from institutions of all kinds—private, public, urban, rural, two-year or four-year, large and small—will be encouraged to join. Since the Council wishes to encourage the membership of active program directors and former directors who will use the Council as a clearinghouse for exchanges of program information and as a base for promoting local programs, the Council will not solicit membership from other than program directors and former directors or those designated by their departments or colleges as holding administrative responsibility for an institution's writing program. In those schools, for example, that do not have a Director of Composition or of Freshmen English, the chair of a program steering committee or a regular faculty member without administrative appointment might well be designated by his or her institution as a potential Council member.

Membership in the Writing Division of the MLA and the CCCC should be corequisite with membership in the Council, thereby providing the Council and the institutions represented by it the influence and general support of the associations' larger memberships. To encourage exchanges of program information and to expedite the exchange, the Council will collect dues each year to be used for printing and distributing its journal and other necessary information, and for other expenses directly related to the operation of the organization as approved by the Executive Committee.

### III. Voting

- A. Any dues-paying member is eligible to vote.
- B. The Executive Committee will consist of a President; Vice President; Secretary; Treasurer; and six elected members.  
The Executive Committee will include representatives from different geographic regions and at least one representative from a community or two-year college.
- C. All officers will be elected to three-year terms. Other members of the Executive Committee will be elected to three-year staggered terms.  
The Executive Committee will nominate candidates for offices.  
A subcommittee of the Executive Committee, chosen by its members, will nominate candidates for the Board of Directors. Officers will not be eligible for more than two consecutive terms in the same office. All elections will be by mail ballot.
- D. General meetings will be held at the annual MLA convention, open Executive Committee meetings will be held at the CCCC convention, and the Executive Committee will meet periodically as needed.

### IV. Goals

The Goals of the Council of Writing Program Administrators are as follows:

- A. to serve the interest of writing programs by educating the academic community and the public at large about the needs of successful writing programs.
- B. to promote cooperation among the various writing programs in two and four-year colleges throughout the country by sharing information and by defining common interests and needs.
- C. to enumerate conditions for the successful teaching of composition and to bring attention to these conditions so that college administrators will support realistic writing programs.
- D. to establish a clearinghouse of research on writing program administration.
- E. to work for the improvement of basic writing competencies of college students.
- F. to sponsor and support a journal which represents the goals and needs of the organization.
- G. to work along with public and private elementary and secondary schools in the development of successful writing programs.
- H. to review and to evaluate criteria used in judging students' writing and in establishing placement and proficiency standards in colleges.
- I. to explore funding sources for the growth and development of model writing programs.

### V. Additional Procedures

- A. The Executive Committee will appoint the editor of the journal after requesting nominations from the membership. The Executive Committee will appoint the managing editor and the members of the Editorial Board with the advice of the editor.
- B. The Editorial Board will present an editorial policy for approval by the Executive Committee.
- C. The journal should periodically report programmatic research supported by The Council of Writing Program Administrators.

\*The material in Section I is required of not-for-profit organizations by the Internal Revenue Service.

### Past members, WPA Executive Committee

Lawrence Kasden (S), 1976-79  
Donald McQuade, 1976-79  
Richard Raspa, 1976-79  
James Raymond, 1976-79

### Past members, WPA Editorial Board

Enid Bogle, 1978-80  
Timothy Donovan, 1978-80  
Robert Farrell, 1976-77  
Margaret Furcron, 1977-78  
Winifred Horner, 1978-79  
Michael Joyce, 1977-78  
Erika Lindemann, 1978-79  
Ellen Nold, 1978-79  
David Sloane, 1977-78  
Richard Sterling, 1979-80  
Nathaniel Teich, 1978-80  
Joseph F. Trimmer, 1978-79

## In Volume 5

Forum: Part-time teaching, part-time teachers  
Training WPAs

## Membership in the Council of Writing Program Administrators

Membership in the Council of Writing Program Administrators includes a subscription to *WPA*. The membership fee is \$10 a year in the United States and \$11.50 a year in other countries.\*

To apply for membership, please fill out this form and return it with a check or money order payable to the Council of Writing Program Administrators. Send the form and fee to Joseph Comprone, Treasurer, WPA, English Department, University of Louisville, Louisville, Kentucky 40208.

Date \_\_\_\_\_

Name \_\_\_\_\_

Title \_\_\_\_\_

Institution \_\_\_\_\_

Address \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Amount enclosed \_\_\_\_\_ \$10 \_\_\_\_\_ \$11.50

\*Members who join during the period September 1 through January 15 will receive the fall, winter, and spring issues of the current year's volume. Members who join from January 15 through September 1 will receive the last issue of the current year (spring) and the first two issues of the next volume (fall and winter).

**Change or revision of name and address.** If the name or address printed on your *WPA* mailing label is incorrect or has changed, please print the complete, correct information below and send it to Kenneth A. Bruffee, Editor, *WPA*, English Department, Brooklyn College, Brooklyn, New York 11210.

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_