**Center for Writing Excellence**

**2018 - 2019 Academic Year Report**

Dr. Kathleen Richards

**Mission & Programs**

The UNA Center for Writing Excellence has three primary missions: 1) to provide UNA students at all academic levels with instruction and resources for writing, reading, and writing-as-critical thinking skills development, 2) to provide UNA faculty with teaching resource support and professional development opportunities in Writing Across the Curriculum (WAC) and Writing in the Disciplines (WID), and 3) to provide any other writing and/or instruction needs to the UNA community.

The above missions are accomplished through a collection of programs categorized into two areas:

1. University Writing Center
   1. Individual and Group Consultations (conducted face-to-face or online)
   2. Classroom Presentations and Workshops
2. Faculty/Staff Professional Development
   1. Individual, Group, Departmental, College, or University-Level Presentations and Workshops
   2. Faculty/Staff Writing Retreats

**Writing Center Consultations**

The primary activity of the Center for Writing Excellence (CWE) is to conduct writing consultations: one-to-one or group interactions between a consultant and a client or clients, conducted in the center or online. Clients may, and often do, participate in multiple consultations throughout a semester, year, or across years.

The results are revealed in Figure 1.

Figure 1: Total Number of Active Clients and Consultations

The CWE continues to conduct over 2500 consultations in an academic year. This academic year there were consistent numbers of clients and visits for both fall and spring semesters. Because the CWE continues to conduct group consultations, numbers of students are actually higher, as TutorTrac does not record each student who attends a group session. Group consultations occur for specific courses, such as NU 203 W and NU 210, and generally consist of four to five students per group.

Figure 2: Clients by Number of Tutorial Visits

Figure 2. suggests that, given the current resources, clients(students) are continuing to utilize the CWE. This data also suggests that clients often return for assistance on numerous occasions, partly due to required visits by professors and partly due to the consistent assistance needed for certain papers. During the 2018-2019 year, there were several international students who visited the CWE more than 30 times. This is an indicator that the CWE is making a positive impact, especially since the center advocates a three-visit policy among faculty who require or expect students to attend consultations. In fact, a large number of students who visit the CWE repeatedly are ELL (English language learners), English composition and nursing students.

Consultation Evaluations

Clients of the CWE have the option of providing an evaluation of their experience via a paper survey at the end of their consultation. These result in unusually high and overall positive evaluations. The evaluations are graded on a scale of 1 to 5: 1 Strongly Disagree – 5 Strongly Agree. The scores average was 4.8 this academic year.

***Student Comments Regarding Writing Consultants and Consultations***:

EN 111 – “Very helpful and knows where good resources are!”

EN 310W – “Great for quick tips on how to adjust my paper. Received a lot of good ideas!”

EN 112 – “{Tutor} was so helpful and challenged me to consider new viewpoints.”

ED 292 – “Lots of help when preparing an important paper.”

EN 099 – “[ The consultation] helps you get started and gives you a different perspective.”

EN 111H - “One of if not THE BEST programs UNA has to offer for any academic class.”

HI 101 - “My tutor continually assured if there was anything else I needed to know she was willing to help. She was thorough and reassuring. I enjoyed and appreciated my experience.”

\*\*There are no evaluations from online students, but the CWE is looking for an efficient way to collect those as well.

**CWE Workshops**

Formatting and Writing Workshops continue to be a popular component of services offered by the CWE. The most popular requests continue to be writing center orientations, workshops in formatting (APA and Collaborative Writing), writing literature reviews, writing in-class essays, and overviews of academic research papers. However, other workshops offered include avoiding plagiarism, structuring research and conference proposals, and writing a literary analysis.

**Table 1** reveals the workshops conducted by the CWE Director for fall 2018/spring 2019 semesters and the number of participants. Writing center orientations are conducted in the classrooms, particularly in EN 111/112 and First Year Experience but are not counted here.

**Table 1**. CWE Writing/Formatting Workshops, 2018-2019

|  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- |
|  | Workshops |  | Fall ‘18 |  | Spring ‘19 |  |
| 1 | American Psychological Association (APA) |  | 93 |  | 70 |  |
| 2 | Chicago Manual Style (CMS) |  | 0 |  | 0 |  |
| 3 | Modern Language Association (MLA) |  | 0 |  | 0 |  |
| 4 | Avoiding Plagiarism |  | 54 |  | 13 |  |
| 5 | Research/Conference  Proposal |  | 0 |  | 0 |  |
| 6 | Collaborative Writing |  | 55 |  | 0 |  |
| 7 | Writing an In-Class Essay |  | 74 |  | 59 |  |
| 8 | How to Write a Literature Review |  | 0 |  | 32 |  |
| 9 | Cover Letters and Resumes |  | 4 |  | 3 |  |

Workshops are conducted in both the Commons building and in classrooms across campus. A total of 20-30 presentations are offered each semester.

**Professional Development Faculty/Staff Retreat**

The CWE partners with Collier Library to offer a one-week writing and research retreat each May to assist with faculty/staff professional development. Each year a call is sent via email across campus announcing the faculty/staff writing retreat which is offered every third week of May.

The expenses for this retreat include food and beverages for the entire week, including continental breakfast and boxed lunch. The idea of including food is so that the faculty/staff do not leave the retreat, in order to fully concentrate on their writing projects without distractions. \*\*\* The expenses for this year’s retreat cost just over $1300.00, using the dining services of Chartwells.

**Faculty/Staff Writing Retreat Participants for May 2019**

1. Dr. Brenna Wardell, English Faculty
2. Mr. Steven Melvin, English Department
3. Dr. Scott Infanger, Foreign Language
4. Dr. Alejandra Alvarado-Brizuela, Foreign Language
5. Dr. Andrea Nate, Foreign Language
6. Mr. Jason Pangilinan
7. Dr. Kathleen Richards

\*\*\*The participation for this year’s retreat was fewer than previous years due to conflicts in schedules. The average number of attendees who partake in the retreat every year is 14.