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| Department of Writing Arts Response to 2013 WPA Report — Last updated 8/20/15 | | | | | |
| Recommendation of four goals we should pursue:   * Vision—A clear, coherent, and detailed picture of the kind of department that Writing Arts wants to become; * Drive—Energetic commitment to drafting and implementing this picture; * Coordination—Careful organization and scheduling of the planning process, with precise timetables, appropriate division of labor, and regular opportunities for input from the entire staff; and * Identity—Awareness of the need to create a distinct, definite, and easily explainable profile for the department’s undergraduate and graduate programs, even as these programs include various kinds of courses.   Of these, we believe Vision is the one we need to address as its own separate category | | | | | |
| Specific WPA Report Recommendation | **Response Action** | **Who is Responsible** | **When it will be completed by** | **Notes** | **Status** |
| Vision | As respond to other recommendations, need to simultaneously be moving towards a shared vision that we can articulate in writing. | Whole department | End of semester | The drive will be there.  Coordination seen by this chart.  Identity is part of several recommendations below. | ✔  Adopted by dept 4/16/14:  *Making writers visible. Making writers matter.* |

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| Recommendation #1: To plan and pursue initiatives as a department, Writing Arts must become even more of a community than it already is. | | | | | | | |
| Specific WPA Report Recommendation | | **Response Action** | | **Who is Responsible** | **When it will be completed by** | **Notes** | **Status** |
| Listserv to create community among faculty | | Create faculty listserv | | Amy Woodworth | January 30, 2014 | Faculty listserv has been created.  SPRING ’15 update: Have lists for full and ¾, adjuncts, and FYW faculty for announcements, especially. | ✔ |
| Foster Community with students, faculty and public (overlaps with Recommendation 8) | | The department should continue to expand its web presence, particularly by adding a social media component. | | Drew continues work on the website; interns will complete a new video that broadly defines the major. | By the end of this semester. | To be shown at retreat.  SPRING ’15 update: Interns have created whole new website and filled in many spots where videos were needed.  Have Facebook and Twitter page for department and social media for *Glassworks*.  FUTURE: rowanwritingarts.weebly.com makes for a great marketing tool. Need to determine best possibilities to integrate with [www.rowan.edu/wa](http://www.rowan.edu/wa) site. | ✔ |
| Foster community among undergrad majors | | The department should keep a database of graduates and former students in an effort to a) Keep track of alumni as future investors (monetary and otherwise) in the health of the department and b) Stay abreast of current job conditions and required skills. | Jeff will contact the Department of Institutional Effectiveness to notify them of our plans. | Student workers will compile this information throughout the semester. | Sandy will instruct Theresa to monitor the student office workers this semester, asking them to acquire lists of former students and cold call and email them. Student workers should keep track of two questions: 1) Where are former students currently employed and 2) Are their employers willing to hire more of our graduates or offer internships.  FUTURE: List is growing, but continual updating is needed and could have many more students. May not have a student worker to work on this year as college now organizing them. | Several initiatives in this direction. Office worker Amanda Kuster Internet searched initial list of students who had been nominated for Medallion over past 5-6 years. She then reached out to some students and passed list on to Brittany Coughlin, one of Drew’s students, who contacted students and has created this page: http://rowanwritingarts.weebly.com/writing-arts-alumni.html |
| Foster community among undergrad majors | | The department should revive undergrad major club. This club should be chartered through SGA, hold yearly elections, and offer professional development opportunities for our students. | Drew will identify students who are interested, mentoring them through SGA application process, and assigning them the task of developing a film series for the upcoming semester. |  | Phase Two (2014-2015): The club's goal for the next year should be to plan a professional conference/ showcase slated for Spring 2015. The conference should involve the entire department, offering students in FYW, creative writing, professional writing, and graduate students the opportunity to present on panels.  SPRING ’15 update: Did not occur and club seems to have dissipated this year. | ✔  Club has been created with 8 interested students. Have met, have activities, held a mixer, and have helped out at summer orientations.  Club seems to have lost some momentum this year. How to make sure stays vital and relevant? |
| Foster community among undergrad majors | | Establish a CCI course strictly for undergraduate writing majors. | | Sandy | Have identified a course in Fall 14 schedule. | Cindy Kopp will teach this. Only have 12 new freshmen and 2 are in Honors so might not take regular CCI.  However, now shooting higher by creating Residential Learning Community, to begin next fall. Jeff and Sandy will have proposal to Travis Douglas in Residential Learning by end of semester. | Course cancelled due to low enrollment as students tested into CCII or rearranged schedule. Need to make RS.  Proposal submitted. Still waiting to hear if have enough incoming, on-campus freshmen to create LC.  **SPRING ’15 update**: With hoped-for increase in number of entering freshmen and with Residential Learning community planned for 2014 (includes second course—Non-Western Literature also as a Rowan Seminar—that students will take together, we plan to run this again in Fall 2015. WA students who test out of CCI and those in Honors may dissipate the number of enrollees.  **SUMMER ’15 update**: CCI course will run with 13 of 23 new majors enrolled. Living learning community also running. And 0-credit course for incoming WA majors also created. |

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| Recommendation #2: Writing Arts should continue its effort to obtain for its faculty a common physical space with good working conditions. | | | | | |
| Specific WPA Report Recommendation | **Response Action** | **Who is Responsible** | **When it will be completed by** | **Notes** | **Status** |
| Continue to remind administrators that we need “common ground” | Awareness of this situation exists. Dean certainly understands the problematic facilities situation. | No one/everyone | Whenever someone donates money to build a new building. | Pres. Houshmand has plans for involving CCCA with Ave. for Arts in downtown Glassboro. Planning is in process.  Under updated plan, WA will remain on first floor of Hawthorn and will include all full-time faculty, while ¾-timers will occupy two offices in Hawthorn and multiple ones in Bozorth. Graduate instructors will also be housed in Bozorth. | ✔  Plans for relocation of college are underway. Writing Arts will move into Bozorth after RTF moves into new building in downtown Glassboro that still needs to be contracted and constructed. In the meantime, with Journalism moving to High Street, those professors in James Hall (7) will move to Bozorth offices freed up by that move.  SPRING ’15 update: Journalism, student publications and dean’s office have moved to 6 High Street as of Jan. 2015. PR/Advertising and Art Gallery will be in 301 High St. by fall 2015. RTF will move into curved addition in Bozorth. This will lead to Writing Arts full-time faculty taking over most of offices in Hawthorn while most ¾-time faculty and Bill Wolff will move into abandoned and newly created offices in Bozorth. Will occur sometime in Fall 2015. |
| Continue to remind administrators that we need “common ground” | Send to select admin student-created video about advantages of shared spaces to student exp. and future donations. | Sandy | February 10 |  | ✔  Several “thanks” and “interesting” but no tangible results. |
| Make downstairs, esp. Adjunct Office, more habitable. | Broken chair was removed. Newer computers have been requested from NSS. | Sandy/Theresa | Done, though need ideas on how to make area more attractive/inhabitable. | Whether or not NSS has computers to give still to be determined.  **SPRING ’15 update**: Office now contains | ✔  In process. Air quality issues still being addressed and while not seen as an environmental hindrance, clearly mold is an issue in that office. Floor tiles were not installed properly and have been ripped out and reinstalled. Via re-purposing of computers, there are now two newer Macs in the office.  **SUMMER ’15 update**: |
| Continue to remind administrators that we need “common ground” | Starting with fall, university scheduling allows for chair to control where courses are placed, thus allowing for grouping of courses in physical proximity. | Chair (Sandy) | Done | Although our classrooms are spread across 4 buildings, chair has clustered FYW in some rooms and UG Program courses in Bozorth 118 (so in same area with other CCCA majors) and James 2105. | ✔ |
|  | During retreat, discussion of remodeling Boz 131 (computer lab) and Boz 118 were discussed, as well as future use of PR Graduate Resource Room. | Sandy will ask initial questions. | Summer 2015 | Computer wing (incl. Boz 131) to be renovated Summer 2015. Sandy has requested from dean that we have a role in planning and have been allowed to do so. Revised plans are much more to our liking. | ✔  **SUMMER ’15 update**: Now renamed Boz 133, computer lab was updated to our specifications with computer and non-computer work areas for 22 students. |

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| Recommendation #3: The department needs to define more sharply the major it offers, giving the undergraduate Writing Arts specialization an identity easily understood by students, their parents, and other groups at Rowan. | | | | | |
| Specific WPA Report Recommendation | **Response Action** | **Who is Responsible** | **When it will be completed by** | **Notes** | **Status** |
| More sharply identify undergrad identity for students, parents, others. | Flyers for Open Houses and Admissions. | Gerry Williams has revised to make more appealing to outsiders. | Done. Being used for open houses and other prospective students. | Might also be used as part of discussion concerning Dept. Vision. | ✔  In addition, whole packet of information has been created and assembled for those who do Open Houses so that they can provide a cohesive message. |
| Review Course Content | Systematically review our core courses and specializations. The goal of this review should be to identify the specific goals and expected outcomes of each course/ specialization to ensure consistency within the major. | Jeff will convene two groups this semester, one for Writing, Research, and Technology and one for Evaluating Writing. The groups will meet throughout the semester. | May meeting. At this point, the department can determine which courses or specializations should be looked at next.˜ | Writer’s Mind was completed two years ago and resulted in change to course description curriculum proposal. | Not completed |
| Make more use of student portfolios |  |  |  |  | Not implemented |

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| Recommendation #4: The department needs to define more sharply its Masters program, to attract a greater number of graduate students. | | | | | |
| Specific WPA Report Recommendation | **Response Action** | **Who is Responsible** | **When it will be completed by** | **Notes** | **Status** |
| Increase awareness of 4+1 | Working with Admissions to figure out how to best do this and what application process is. | Sandy | Has reached out to Admissions. Will follow up summer. Ron revised 4+1 doc online to make it more readable. |  | In process. Will reach out directly to all students who are qualified and encourage them to apply.  **SUMMER 2015 UPDATE:** Have coordinated this with Beth Dombkowski in Admissions to make application process available to freshmen. |
| Stronger marketing to public, esp. K-12 teachers. | Need to work with CGCE on the actual marketing, but also need to develop programs attractive to this constituency. | Ron and Jenn, others? | By end of semester |  | Incomplete until MA further refined.  Ron and Sandy met with CGCE (now Global Learning) to discuss who we are and help them with marketing strategies for MA. Teachers were an emphasis of this. |

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| Recommendation #5: Rowan should create and fill the position of Director of Writing across the Curriculum. | | | | | |
| Specific WPA Report Recommendation | **Response Action** | **Who is Responsible** | **When it will be completed by** | **Notes** | **Status** |
| Create position of WAC Director | As this is a mandate to the U and not the dept. and although it was suggested in the 2004 report and yet to be filled, the feeling is Administration does not see this as a priority. | Erin and others | Feb-March | We plan to write a statement of the role of writing within the University curriculum, especially with the presumed passage of the Gen Ed revision. This will be shared with the Senate Gen Ed committee that will be working with the new Gen Ed director and will outline what we see as our role in WI courses and WAC initiatives. | On hold since Gen Ed model rejected at Senate level. |

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| Recommendation #6: The Writing Center, already expanding its service to the university, needs more space, full-time leadership, and more tutors. | | | | | |
| Specific WPA Report Recommendation | **Response Action** | **Who is Responsible** | **When it will be completed by** | **Notes** | **Status** |
| Full-time Leadership | Dept. submitted proposal to hire RWC director at asst. research level. | Sandy/whole department | March | There are strong reasons for this position as well as a technical/professional writing hire. See below for more discussion on this. | Awarded both positions to begin Fall 15. Hiring committees are in process.  **SUMMER 2015 UPDATE:** In addition, have created position of WC assistant director to be funded via revenue sharing funds (CGCE). |
| Space |  |  |  |  |  |
| More tutors | Dept. feels that funding—both for tutors and operating budget—might more logically come out of Strategic Enrollment Management, as WC’s ultimately promote student retention. | Sandy to discuss first with Lorin then with others as part of position discussion. | February/March | Dean Arnold had already been approached by Retention to take over RWC. Rejected this. Instead, she was able to get an increase in tutoring funding for 14-15 of $7500. | ✔  Dean plans to ask for more money for Writing Center next year.  **SUMMER 2015 UPDATE:** Increase in RWC funds from $65K to $68K and $2K to $3K for non-salary funds. |

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| Recommendation #7: Rowan will benefit from increased communication and collaborative curriculum development across departments and colleges, especially College of Engineering, College of Education, and Joint positions | | | | | |
| Specific WPA Report Recommendation | **Response** **Action** | **Who is Responsible** | **When it will be completed by** | **Notes** | **Status** |
| College of Engineering |  |  |  |  |  |
| --Sophomore Clinic | Comm. to revitalize and manage growth | Engineering and WA | 2014/15 |  | **SPRING 15 UPDATE:** Met with group from Engineering. With new building being built, they are in process of reconceptualizing much of delivery of curriculum. Asked us to wait while they sort through things.  **SUMMER 2015 UPDATE: Met with engineering faculty and admin and agreed to revise to take further steps to separate out the curriculums.** |
| --Redesign curriculum/  professional develop. | WA instructors have ideas to improve. | Engineering and WA | Ongoing |  | Awaiting update |
| --Writing in biomedical engineering |  |  |  |  | --- |
| College of Education |  |  |  |  |  |
| --Middle School Cert for WA students | Reach out to Assoc. Dean of Ed to learn more about status of. | Sandy | Has been in works for over a year. Proposal may or may not be with state. | Associate Dean retiring. Will now reach out to new Assoc. Dean or Dean to discuss further. | Apparently some progress has been made on this on the Education end, but unclear as to what it is at this point. |
| --Writing for Teachers course | Piloting one-credit Special Topics course in this area. | Sandy and Jeff | Ongoing. | Will assess success of and interest in after completed. | **SUMMER 2015 UPDATE:** Keri Mikulski has created proposal for this. Implementation of ¾-timer teaching it is the issue in a semester other than summer. |
| --Brown bags as part of Praxis. |  |  |  | Series already exists. Need to become part of it. | --- |
| --Propose specialization in grad. degree in Teacher Leadership |  |  |  | Sandy has spoken with Chair of Ed Leadership. He is very interested. Will follow up in summer | In process  **SUMMER 2015 UPDATE:** Very few students in this specialization actually so fewer that would take writing portion of this. |
| Joint Positions |  |  |  | All of these are more long-term goals | --- |
| --Engineering and WA |  |  |  |  | --- |
| --Medicine and WA |  |  |  |  | --- |
| --Public Speaking and WA |  |  |  |  | --- |

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| Recommendation #8: Writing Arts needs to expand and deepen external communication. | | | | | |
| Specific WPA Report Recommendation | **Response Action** | **Who is Responsible** | **When it will be completed by** | **Notes** | **Status** |
| Presentation about WA | Create video that gives essence of department and offerings | Drew | Spring 2014 | Use in Open Houses, on web site, used in on-campus presentations. | ✔  On rowantwritingarts.weebly.com |
| More class-based research projs. w/ local businesses and orgs. |  |  |  |  |  |
| Develop external communication/foster image outside of university | Develop Writing Arts advisory board; start identifying and contacting potential members | Sandy/Gerry Williams | Not yet determined | Lots of publishing companies in Philly, especially technical writing. Will try to recruit from there. | Have begun initial foray into. |
| Work on internal and external communication | Create Writing Arts Facebook page | Cindy Kopp | Done | Alumni already “liking” page and leaving comments. Need to post periodically and not let it get stale. | ✔ |
| Develop external communication/foster image outside of university | Greater faculty participation in New Jersey Writing Alliance; will circulate CFP for May conference. | ~~Roberta Reavey~~ | End of January | Roberta, Drew, and Amy W. serve on the NJWA program committee. NJWA is for high school teachers as well, many of whom might seek an MA in writing and who work with potential applicants to our undergrad program | ✔ |