

University Writing Center Annual Report (Spring, Summer, & Fall 2012)

Staff:

Brandy James, Director
Sarah Boddy, Manager (Fall 2011-Summer 2012)
Duane Theobald, Receptionist (Fall 2011-Summer 2012); Manager (Fall 2012-present)
Stephanie Urich, Receptionist (Fall 2012-present)

Overview of Services:

The University Writing Center (UWC) exists to assist students, both undergraduate and graduate, in their pursuit to become better writers and scholars. Through the implementation of thirty-minute and hour-long tutorials, our staff has the ability to assist students from various disciplines with any writing assignment for any particular course. Not only do we provide guidance for students regarding particular written coursework, but we also have the capacity to assist students with other written work (i.e. scholarship essays, letters of intent, creative works). In addition to providing tutorials for students, the UWC also hosts a variety of writing workshops throughout each fall and spring semester. These workshops serve as another opportunity for students to receive individualized attention and assistance with various aspects of the writing process.

Overview of Report:

This report serves to detail the activity of the UWC during the Spring, Summer, and Fall 2012 semesters. Due to change in staffing over the course of this period, certain information will be excluded from the Spring 2012 and Summer 2012 reports that is included in the Fall 2012 report.

Spring 2012

Student Tutorial Attendance:

During the Spring 2012 semester, the UWC reported the following figures in terms of usage:

Spring 2012

- *Students Served: 604
- *Appointments: 1,004
- *Visits: 1,329
- *Courses Served: 111

*Due to updated software, we do not have past data for comparison purposes.

Summer 2012

Student Tutorial Attendance:

During the Summer 2012 semester, the UWC reported the following figures in terms of usage:

Summer 2012

*Students Served: 70

*Appointments: 147

*Visits: 135

*Courses Served: 23

*Due to updated software, we do not have past data for comparison purposes.

Fall 2012

Student Tutorial Attendance:

During the Fall 2012 semester, the UWC's tutorial figures were, on average, higher than the Fall 2011 semester. The final figures for both semesters are listed below for comparative purposes:

Fall 2011

*Students Served: 639

*Appointments: 1,127

*Visits: 1,309

*Courses Served: 131

Fall 2012

*Students Served: 728

*Appointments: 1,683

*Visits: 1,630

*Courses Served: 150

Also, throughout the semester, Ms. Urich kept track of the number of students we turned away due to lack of availability or tutorial time. The total number of students turned away for the Fall 2012 semester was 198.

A breakdown of appointments based on courses housed in each individual college can be found below. Note that the percentages below are based on how many appointments are categorized under each college and then compared to the total number of appointments during the semester:

*College of Arts and Humanities: 83%

*College of Science and Mathematics: .38%

*College of Social Sciences: 4.63%

*College of Education: 2.59%

*Richards College of Business: .51%

*School of Nursing: 1.24%

*UWC Workshops: 5.73%

*Other: 1.9%

While the UWC did assist more students and host more appointments during the Fall 2012 semester, we had 23 First-Year Writing (FYW) instructors and 12 English graduate students serve as tutors. Additionally, both Ms. James and Mr. Theobald conducted tutorials as needed. Having a larger staff allowed the UWC to meet with more students and provide the best and most efficient tutorial services possible.

Workshop Attendance:

As stated above, the UWC hosts a series of writing workshops during the fall and spring semesters. These workshops serve as another place where students who struggle with writing can come and receive additional assistance in a group setting. For the Fall 2012 semester, all workshops were held on Thursday afternoons from 2-3 p.m. The topics for this semester were as follows:

- *Developing Ideas: From “Topic” to “Paper”
- *Thesis Statements
- *Topic Sentences
- *Sentence Structure: Comma Splices and Sentence Fragments
- *Paragraph Structure and Development
- *Concise, Specific Language/Transitions
- *Integrating Quotations
- *Verbs
- *MLA Style
- *APA Style & Chicago/Turabian Style

As a whole, the workshops were well attended, with some weeks having higher attendance than others. Approximately 5.73% of our overall UWC attendance was reclassified as workshop attendance.

Campus Outreach Opportunities:

During the Fall 2012 semester, Mr. Theobald conducted class visits and attended special events in an effort to increase campus awareness of the UWC and the services therein. The total number of class visits and special events attended for the semester was 40. Within the context of a “class visit,” a representative from the UWC gives a brief (15-20 minute) presentation to any given class about the UWC or regarding another topic specified by the professor (grammar presentation, citation style presentation, etc.). Class visits and special events attended during this semester included:

- *ENGL 1101
- *ENGL 3000
- *HIST 1111
- *HIST 2111
- *SOCI 1101
- *SOCI 1160
- *SOCI 3623

- *SOCI 4543
- *ANTH 4125
- *LIBR 1101
- *UWG 1101
- *Resource Night for the National Pan-Hellenic Council (NPHC)
- *Success Seminar for the EXCEL Center for Academic Success

In addition to the above visits and events, Mr. Theobald also attended Fall Preview Day, hosted by the Office of Admissions. This event allowed the UWC to be on display and reach out to prospective students and their parents, making them aware of the resources our office provides and how the students can utilize them (should they attend the university, of course).

As another way to connect to the campus community, the UWC also allowed five undergraduate students to conduct observations for several EDUC courses and an ENGL 3400 independent study. Throughout the semester, these students came into our office and observed tutorials as part of requirements for their course(s).

Additional Ventures/Activity:

The Fall 2012 semester included several exciting and important ventures by the UWC staff. First, in addition to providing our services on the Carrollton campus, the UWC established a satellite location on the UWG campus in Newnan, GA. With the assistance of Cathy Wright, Teri Lewis, and Adrienne Elder, this satellite location has been functioning since September and has proven quite successful during its first semester. Thanks to the wonderful dedication of the Newnan staff, we are now able to provide writing assistance to those students who attend classes at the Newnan campus. Additionally, in an effort to inform students and faculty of the new services, Mr. Theobald conducted several class visits on the Newnan campus.

Additionally, to keep up with our ever-changing campus environment, the UWC created a Facebook page to help advertise and inform students/faculty/departments on campus of our services and activity. The page has been fully operational for one complete semester and currently has approximately 103 “likes,” meaning that 103 people/Facebook profiles are aware of our services and have visited our page. The page is updated 2-3 times a day and gives our office a connection to the vast world of social media and the students/faculty/departments that exists in this space. In addition to the Facebook page, the UWC also reached out to faculty and staff on campus more regularly through the use of e-mail “blasts” via various list-servs and the Daily Report (distributed through University Communications and Marketing).

Thirdly, the UWC conducted a campus-wide survey to receive feedback about hours of operation and the need/desire for our hours to be expanded. The survey was operational online for two weeks and advertised via our Facebook page, MyUWG student e-mail portal, and on the Daily Report. This survey provided students the opportunity to let us know their thoughts about our availability and hours of operation, a frequent topic of conversation between our staff and many students who regularly attend tutorials. As a result of this survey, we concluded that expanding our hours for the next academic year might be a positive idea (specifically Friday’s hours of operation). More information and final decisions about this idea will occur at a later date.

Finally, the UWC created two different contests that students could participate in this semester. These contests served as another way for our office to reach out to students, encourage them to take advantage of our services, and have a little fun in the process. Our first contest (our “Welcome Back” Contest) asked students to come into the UWC, make an appointment, and answer a question posted on our bulletin board. The second contest (our UWC Meme Contest) asked students to create their own original meme and submit it to our office. Both contests yielded a fair amount of student participation and produced some interesting work. As a whole, our staff was pleased with this venture, and we hope to do more fun outreach contests in the future.

Conclusion

As a whole, this year has proven quite successful for the UWC. With new staffing and new marketing strategies, the UWC has been able to expand its reach within the UWG community. It is our sincerest hope that through more hard work and dedication the UWC can continue to grow and thrive, not just in the aforementioned instances but in other avenues and through other ventures.

University Writing Center

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