

TO: Traci Freeman, Colket Center Director

FROM: Tracy Santa, Writing Center Director

RE: Annual Report, 2012-2013

DATE: May 8, 2013

**WRITING PROGRAM/WRITING CENTER
ANNUAL REPORT, 2012-2013**

Core Staff

Carol Emmer (ESL Specialist), Molly Gross (Assistant Director of the Writing Center), Sarah Milteer (Staff Assistant for Tutoring Services), Tracy Santa (Director of the Writing Program/Writing Center), Nate Siebert (Professional Tutor, .50 FTE), Jessie Dubreuil (Reading, Rhetoric and First Year Programs Coordinator .25 FTE Writing Center)

Writing Center Usage 2012-2013

The CC Writing Center is open 62 hours a week during our regular academic schedule. This academic year, into Block 8 (5/2/13), the Writing Center had:

- Tutored 704 students
- Held 2330 appointments.

Although these do not represent year-end totals, to date the Writing Center has held tutorials with over 36% of enrolled CC undergraduates. Writing Center use as measured in tutorials increased 9% this year based in comparison with figures drawn from the 2011-2012 academic year.

Disciplinary Use

Tutorials were held most frequently in 2012-2013 with CC students working in the following disciplines: English (190), History (139), Sociology (134), Political Science (133), Art History (102), Religion (89), Music (70), and Environmental Science (70). Of appointments identified to discipline, 43% accrued to the Humanities, 41% to Social Sciences, and 16% to Natural Sciences.

FYE (Blocks 1-2) first-year student traffic: Records of first-year student visits during FYE in 2011 indicate that in Blocks 1 and 2, the Writing Center

- Tutored 263 first-year students
- Held 689 appointments with first-year students.

Year-to-date tutorials by Class/Year

- First-years: 1070
- Sophomores: 332
- Juniors: 308
- Seniors: 503
- Graduate: 84

Tutorials recorded to date (2330) in the Writing Center have only been exceeded in the last seven years by tutorials recorded in 2006-2007 (2336). Use among first-year students rose sharply (34%); use among seniors, while remaining high, declined 18% from 2011-12. Additional teaching and administrative responsibilities among existing staff may preclude an increase in professional staff support for senior writers.

Student Consultants

The Writing Center employed 36 student consultants trained to assist writers at any stage of the writing process. In 2012-2013, student consultants:

- Offered 1427 tutorials
- Staffed and administered the Writing Center during evening hours and Sundays
- Contributed to professional development through presentations at weekly staff meeting
- Mentored tutors in training during GS 300 *Theory and Practice of Peer Tutoring*.

As has been customary, the Writing Center was well-represented at Academic Honors Convocation, where current and oncoming members of our peer staff were recognized as top students in Biology (Hannah Wellman), English/Creative Writing (Robert Heald and Heather Ezell) Italian (Sophie Tirado), Physics (Nick Lammers), Psychology (Jenny Wool), and Sociology (Sara Bodner).

Professional Staff

The professional staff of the Writing Center tutors students, offers extended format adjunct courses in writing, trains new tutors, and supports ongoing student tutor staff development. Into Block 8 (5/02/13), the Writing Center professional staff have

- Worked with students in 903 tutoring sessions
- Provided ongoing support for students with long-term assistance needs, serious writing issues, learning disabilities, and second language challenges
- Coordinated outreach efforts by organizing referrals and consulting with faculty and advisors to determine outreach needs and appropriate methods
- Reviewed faculty Writing Evaluations in F'12, identifying struggling students
- Provided classroom visits and workshops to promote the Writing Center to students and faculty
- Observed, mentored, and supervised 36 student tutors
- Presented twelve senior peer staff with College Reading and Learning Association tutor certification
- Fashioned rigorous tutor training courses (GS 300/395) and managed the tutor apprenticeship over the course of the spring semester for 18 new tutors
- Served as voting and ex-officio members of the Writing Committee, the FYE Committee, the Learning Commons, and the ADA Committee
- Facilitated the work of the CC Writing Program Director and Chair of the FYE Committee
- Contributed to a better understanding of the Writing Proficiency requirement among students and faculty
- Oriented faculty and students to the FY portfolio
- Hosted the 2013 Colorado-Wyoming Writing Tutors Conference
- Offered workshops and consulted in support of local K-12 initiatives

Full-time members of the Writing Center staff (Carol Emmer, Molly Gross, and Tracy Santa) held 765 tutorials overall, including 249 tutorials with ESL writers, 178 tutorials with seniors working on thesis or capstone projects, and 57 tutorials with students drafting Watson and Venture Grant proposals—work in this regard offered by part-time Writing Center professional staff cannot be disaggregated from all-staff totals with our current database.

After a 32% upward spike in tutorials offered by professional staff in 2011-12, tutorials held with all members of the professional Writing Center staff—full and part-time-- decreased this year by 18%. The shifting of a greater proportion of tutoring to our peer staff was in part intentional, but was also driven by additional adjunct teaching, maintenance of the First Year Portfolio and Writing Proficiency requirement, and a revisioning of our Reading and Rhetoric Specialist position. Although part-time professional tutor Nate Siebert has offered 99 tutorials to date, a trend toward peer over professional consultation is unlikely to be reversed without additional staffing, resulting in fewer opportunities for professional staff to advise and tutor senior capstone writers, mentor fellowship candidates, and work with and advise entering and ongoing students challenged by our writing-rich curriculum.

Summer Use

The Writing Center functioned in support of regular summer block courses, the MAT and Bridge programs, and College Ahead. Peer tutoring was offered on a limited basis (20 hours/wk) during blocks A, B, and C, as was classroom, admission essay workshopping, and tutoring support for high school College Ahead programs in June and July. During the summer of 2012, the Writing Center offered in excess of 60 tutorials not accounted for in the current academic year total of tutorials.