



Pittsburg State University

OFFICE OF THE PROVOST

November 13, 2009

Dr. Don Judd
Dr. Janet Zepernick
Writing Across the Curriculum Directors
Pittsburg State University

Dear Dr. Judd and Dr. Zepernick:

I have appreciated our conversations over the past few months concerning writing and its place within the academic programs and curriculum of Pittsburg State University. As you know, I share your concern and interest in enhancing the writing skills of our students during their time of enrollment at PSU. Based on your recommendation, I am calling for the establishment of a Writing Task Force to accomplish two broad goals. First of all, this Task Force will be charged with the examination of the existing structure of writing instruction at PSU. Secondly, the Writing Task Force will propose effective changes to this instruction that are in keeping with our institutional goals of quality education linked to effective, formative assessment.

With this letter, I am asking that the two of you, as Directors of the current Writing Across the Curriculum program, serve as co-chairs of this Task Force. Additional membership of the committee should represent all four academic colleges and be a mix of faculty and administrators (including at least one college dean and one department chair). To assure maximum articulation between the work of the Task Force and that of assessment and Higher Learning Commission accreditation, I would ask that the Director of Planning, Analysis, and Assessment also serve as a member of the Task Force.

I support your recommendation that appointments to the Task Force be made during the current semester with first meetings to begin during the Spring 2010 semester. The Academic Deans have suggested that you consider working with each college to establish a complementary Writing Focus Group to increase faculty participation and input. It would be functional for a member of each Focus Group to serve on the university-wide Task Force, thus assuring effective communication and coordination.

I will ask that a written update and progress report be submitted to the Provost using the following schedule: May 15, 2010; December 15, 2010; with a final report due May 15, 2011.

Thank you in advance for your commitment to enhancing writing across the curriculum at PSU!

Sincerely,

A handwritten signature in cursive script, appearing to read 'Lynette J. Olson'.

Lynette J. Olson, Ph.D., CFLE
Interim Provost and Vice President for Academic Affairs

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