

Writing Program Administrator

The Writing Program Administrator (WPA) serves in a leadership role to oversee the development, management, and supervision of English writing courses at SUU. Duties include teaching three undergraduate writing courses per semester, establishing and assessing writing outcomes, and initiating faculty-development programs to improve writing pedagogy for the English Department.

The WPA

- teaches a 3-3 load of introductory and intermediate writing classes,
- oversees the development and application of departmental and university standards for teaching writing,
- implements program revisions,
- organizes monthly pedagogical workshops,
- coordinates departmental assessment activities,
- assists in scheduling writing classes,
- chairs the departmental writing subcommittee,
- supervises and mentors writing faculty,
- hires adjunct instructors, and
- represents the department at university, regional, and state meetings on the practice and pedagogy of writing.