

Effective Writing Volunteer Request Form

(To be used in GoogleDocs)

Between the 10th week and the 12th week of the fall, 2011 semester, the Assessment Committee will be collecting student writing samples from across the college in order to assess the general education outcome of Effective Writing. We are looking for faculty from all disciplines in college credit courses to collect writing samples from their students, have those same students complete a short demographic questionnaire (10 minutes) and then submit them to the Assessment Committee. These writing samples will be anonymous and will not be connected to any particular instructor or student.

We are seeking volunteer faculty from a wide range of disciplines and time periods (day, evening and weekend classes) to assess a broad range of the college's students. Please help us in achieving our target of 1,000 writing samples. Volunteering a class will not necessarily result in the section being chosen to participate in the assessment. If chosen, you will be notified, with further instructions before week #10. Acceptable writing samples include; journal entries, essays, creative writing assignments, long answer exam questions, laboratory writing, etc. The writing simply needs to be something that would happen organically in your class and is long enough to assess (3-4 paragraphs or one page of text, at a minimum).

Please complete the following form and submit it as soon as possible. The deadline for volunteering is Friday, October 7th. If you can, please volunteer 3 sections. The Assessment Committee thanks you in advance for your time and attention to this exciting assessment.

Your Name _____ Your CCC Email Address _____

Are you full-time or part-time faculty? _____

1. I am willing to volunteer the following course _____

This course meets on these days _____ This course meets at this time _____

How many students are in this section? _____

2. I am willing to volunteer the following course _____

This course meets on these days _____ This course meets at this time _____

How many students are in this section? _____

3. I am willing to volunteer the following course _____

This course meets on these days _____ This course meets at this time _____

How many students are in this section? _____