

DRAFT

Memorandum of Understanding Between the English Department and the University Writing Program Regarding Employment of English Department Personnel By the University Writing Program

Commitment to quality of instruction

UWP and English along with all other departments offering courses that satisfy the writing requirement will work together to produce the best possible instructors of writing courses.

Teaching Assistant FTE

The dean of HArCS gives Teaching Assistant FTEs to the department of English. The chair of English, working with the Graduate Adviser and the director of Creative Writing, is responsible for awarding these TA positions to graduate students. Most of these TA positions are used in recruitment to give students multiple year packages. Moreover, in any given quarter flexibility is necessary in moving TAs from “literature TAs” (TAs assigned to lower and upper division literature classes) to “composition TAs” (TAs who teach lower division writing courses) and vice versa. UWP, on the other hand, is responsible for staffing classes under its purview. Therefore, it is mandatory that English and UWP work together in assigning TA positions to English graduate students and in assigning TAs to classes. English and UWP will share responsibility in these matters.

UWP agrees to set aside slots in UWP 1 for all qualified English graduate student Teaching Assistants, except those who are ENL 3, ENL 4, and ENL 5 instructors, literature TAs, or recipients of fellowships. To be qualified graduate students must have completed (at Davis or elsewhere) the relevant pedagogy courses or be currently enrolled in the relevant pedagogy courses and have satisfactory teaching evaluations as judged by the director of UWP and the chair of English. UWP will not be expected to offer UWP 1 courses beyond what student demand will support.

[Alternative wording of the above paragraph] *In accordance with program needs UWP agrees to set aside slots in UWP 1 for all qualified English graduate student Teaching Assistants for a minimum of six quarters (typically, in the second and third years) and to give first priority for other positions to more advanced TAs in English who meet the qualifications. To be qualified graduate students must have completed (at Davis or elsewhere) the relevant pedagogy courses or be currently enrolled in the relevant pedagogy courses and have satisfactory teaching evaluations as judged by the director of UWP and the chair of English.*

Postdoctoral Lecture Positions for Recent English Ph.D.s

Recent PhDs in English who are judged qualified by the director of UWP and the chair of English will receive postdoctoral lecturer positions for one year. Postdoctoral lecturers will normally receive one-year appointments with a minimum 4/7 course load. Additional courses may be added as needed for instructional purposes. In terms of

priority of appointments, postdocs will come after continuing lecturers and before lecturers with full-time one-year contracts. The director of UWP and the chair of English will share responsibility for selecting English graduate students for postdoc positions. “The Post-Doctoral Policy Statement: Department of English” will govern how English graduate students qualify of these postdoc appointments.

Postdoctoral Teaching Fellows

The director of UWP will work with the chair of English to select Postdoctoral Teaching Fellows in English, so long as the Dean chooses to fund this program. Postdoctoral Teaching Fellows will receive a 7/7 course assignment, distributed as follows: 1/7 a literature course in English; 4/7 upper division courses in UWP; 2/7 research. Teaching Fellows will receive one-year appointments. These contracts may be renewed for the number of years specified in their contracts by the dean of HArCS. In terms of priority of appointment, Postdoctoral Teaching Fellows come after continuing lecturers and postdoctoral lecturers, and before lecturers with full one-year contracts and lecturers hired on a course-by-course basis.