



INDIANA UNIVERSITY

OFFICE OF THE VICE PROVOST FOR
FACULTY AND ACADEMIC AFFAIRS

Bloomington

Faculty Writing Groups Scholarly Writing Program

Under the auspices of the Vice Provost for Faculty and Academic Affairs, and administered by the Scholarly Writing Program, the Faculty Writing Groups are designed to support faculty as they write for publication, and by extension, for promotion and tenure. At the same time, the program works with faculty to promote and share strong writing practices and build a community of writers on campus.

Core Principles

The groups are founded upon two basic principles: 1) daily writing produces better quality work while also minimizing stress; and 2) group accountability helps reinforce motivation. These strategies can be especially difficult to implement without some external structure and support. In order to help you integrate these skills into your writing practice, we provide weekly writing-based workshops that focus on the needs of faculty writing throughout the disciplines. These are not review groups (focused on sharing work and improving prose) but accountability groups aimed at supporting process, community, and productivity.

Structure of the Groups

Each writing group runs for 3 hours weekly, divided this way:

Group discussion (approx. 30 mins.): This discussion will be facilitated by a faculty facilitator and/or a Scholarly Writing Program staffer and will focus on writing and motivational strategies. Each member of the group is expected to both share their progress since the last meeting and set goals for structured writing time.

Structured writing time (remaining 2+ hours): All members of the group will spend the remaining time in the session working on their individual projects, and will report their progress at the end of the session.

Participants will

- commit to regular attendance for the semester
- keep a record of their goals and progress
- provide facilitators with ongoing feedback about the program

Group Facilitators will

- lead a short discussion/workshop at the beginning of each session
- facilitate group discussion of goals, strategies, and long-term writing plans
- help participants to remain on-task (and away from e-mail, media, or other distractions)
- be available to offer advice on the writing process or a particular writing question

List of Possible Topics for full-group discussion

- Training yourself to write *every* day
- Productive goal-setting strategies
- Types of revision and feedback (structural, surface-level, etc.)
- Balancing teaching/writing/service
- Strategies for dealing with rejected projects or reviewers' comments

Motivation and Participation

In these writing groups, punctuality is more than just a gesture of courtesy towards your facilitator. Committing to attend your sessions every week at the allotted time helps you to protect that time. At the same time, your presence reinforces others' accountability; we all show up because others expect us to. The first section of each session is set aside for discussion of writing strategies and the sharing of personal goals and progress. When you arrive late, you may still have the ability to share your thoughts and receive advice, but you have missed the opportunity to listen to your other group members and offer your insight and expertise. This situation leads to a one-sided relationship to the group and is a strain on the group as a whole.

We realize that weather, travel, and parking regulations can make things difficult, but please take your commitment to the group seriously and make arrangements that allow you to reliably arrive on time. Please remember that the writing groups are competitive—participants that are repeatedly tardy or absent will not be selected to continue in future semesters.

Preparation for Week 1 meeting

We all bring our own talents and strategies to the writing process; we all know a lot about writing. Nevertheless, writing is not effortless. For the first week of meetings, we ask that you come prepared to

- a) Describe *one* of your current writing project in 2 minutes.
- b) Be open to new ideas and strategies for managing your writing time.

Computers are not provided; please *bring your laptop to each meeting*.

Writing Group schedules and sign-up

Weekly three-hour slots for writing groups are determined semester by semester. The call for applications typically goes out about a month before the start of each semester. We use Canvas to manage participant sign-up for specific group time slots. Once applications have been collected and reviewed, those eligible to join a group will be invited to a Canvas site via email. That email will detail when and how you may sign yourself up for a writing group.

Contact information

All participants will be members of a Canvas worksite: *Faculty Writing Groups*. Announcements and resources for the whole group are available there. Each specific writing group also has its own group to use for internal messages.

For further information about these writing groups, contact Laura Plummer, Director, Scholarly Writing Program, Bryan Hall 111, lplummer@indiana.edu or 812-855-5337.