

SPC

Bennington College
September 11, 1940

TO: The Faculty

FROM: The Committee on Student Writing

The Committee on Student Writing suggests the following procedure for handling the teaching of expository writing in groups which require writing as part of the work in course.

1. The desirable number of papers is three a semester. For introductory groups in Social Studies the length should be between 5--10 pages. Other courses may require more, shorter papers. The Committee believes that one long term paper is an inadequate teaching device.
2. The first paper written by the student should be criticised by the instructor in conference. The criticism offered on the first paper should be focused on the structure, organization, and general clarity. The second and third papers should be critised more fully, -- in conference if necessary or advisable, the basis of expression phrasing, and mechanical details related to the general clarity. In this way the level of the criticism will be raised and extended for each paper; the criticism may become more and more rigorous, but the student will not be confused and sidetracked by too many comments on her first paper.
3. The same procedure is also suggested for any advanced

II

groups requiring writing as part of the work in course.

4. It is desirable to set dates for all papers, and to refuse to accept any papers that come in late. It is felt that a paper written over a period of ten weeks is not the paper which was due in a month's time; and it should not be considered as such.
5. Papers which do not meet the requirements outlined on the attached sheet should be refused. Copies of these requirements are being distributed to the students.
6. Please explain the procedure you plan to follow to your students.

(Any suggestions for amendments to this plan should be sent to
(Miss Stiefvater, Secretary of the Committee on Student Writing.)