

Cynthia A. Nahrwold
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Education

Ph.D. Rhetoric and Professional Communication. New Mexico State University. May 2001. Dissertation title: *Negotiating Praxis in Multi-Authored Scholarship* (dissertation successfully defended December 2000). Dissertation director: Dr. Carl G. Herndl.

M.A. English (areas of specialization: linguistics and rhetoric/composition). Arizona State University. May 1984.

B.A. English (teaching major, journalism and German minors, Honors Program). Ball State University. February 1977.

Academic Positions

Graduate Program Coordinator. Department of Rhetoric and Writing, University of Arkansas at Little Rock, Little Rock, Arkansas, May 2001-present.

Responsibilities: Advising students, developing individualized programs of study for them.

Supervising graduate assistants (my assistant, as well as graduate students serving as interns in the Writing Center).

Publicizing graduate program/recruiting students:

Securing Graduate Committee members and graduate students as program representatives at regional career fairs.

Responding to queries from potential graduate students: drop-ins, phone calls, e-mail, postal mail.

Conducting graduate program assessment:

Refining/updating portfolio rubric (with input from Graduate Committee).

Recruiting Graduate Committee members to assess portfolios.

Collecting data from graduate students, alumni, alumni employers, alumni doctoral program advisors.

Writing annual assessment report for M.A. program.

Chairing Graduate Committee:

Calling meetings, setting agendas, conducting meetings, archiving meeting minutes.

Reporting Graduate Committee activities at department meetings.

Routing Graduate Committee decisions through proper college and university committee channels.

Acting Department Chair. Department of Rhetoric and Writing, University of Arkansas at Little Rock, Little Rock, Arkansas, January-July 2003.

Responsibilities: Represented the department in various capacities (e.g., attended AHSS Chairs meetings, AHSS Faculty Assembly, Chancellor's meetings, budget hearing meetings, university chairs' luncheon, AHSS assembly, Chairs' Retreat, Chairs Council; presented departmental awards at AHSS Awards Ceremony).

Prepared agendas for department meetings, sent out agendas, and chaired department meetings.

Requested monthly reports from all full-time faculty, wrote monthly reports for the department, and submitted them to AHSS Dean.

Completed a variety of paperwork (e.g., Faculty Instructional Load Records, Five-Year Position Report, summer teaching appointment letters, minimum enrollment exception updates and forms, BANNER prerequisite enforcement information, departmental annual report, web content for BA and MA assessment programs).

Secured over \$5,000 from AHSS Dean for departmental computer equipment (used to get updated computers and networked printer for GA and lecturer office).

Assistant Professor. Department of Rhetoric and Writing, University of Arkansas at Little Rock, Little Rock, Arkansas, August 2000-present.

Courses Taught: RHET 8301 Final Project [thesis or applied project]
RHET 8300 Final Project [proposal and portfolio]
RHET 7360 Internship/Practicum
RHET 7350 Independent Study
RHET 7313 Theory of Technical Communication
RHET 5/4304 Technical Style and Editing
RHET 5/4302 Technical Reports
RHET 3316 Writing for the Workplace
RHET 3301 Editing for Usage, Style, and Clarity

Other

Responsibilities: Developing courses (e.g., in project/publication management incorporating the use of FrameMaker).

Participating in program development (e.g., a Technical Communication Certificate offered as a summer intensive program).

Serving as Acting Chair on an as-needed basis.

Graduate Teaching Assistant. Department of English, New Mexico State University, Las Cruces, New Mexico, August 1994-December 1998.

Courses Taught: ENGL 318G Advanced Technical and Professional Communication
ENGL 218G Technical and Scientific Communication
ENGL 203G Business and Professional Communication
ENGL 111G Rhetoric and Composition

Other

Responsibilities: Serving as Computer Classroom Support Group member:
 Researching hardware and software purchases for the English
 Computer Classroom.
 Helping to coordinate and conduct periodic workshops.
Serving as Writing Center tutor.
Writing copy for College of Arts and Sciences brochure.
Collecting information on English graduate students' professional
 activities and assisting colleague in publishing on department's
 home page.

Assistant Professor of Writing and Linguistics/Director of Writing Center.

Department of English and Writing, Briar Cliff College, Sioux City, Iowa, September
1984-May 1994.

Courses Taught: WRL 420 Composition Seminar/Practicum
WRL 336 Modern Grammar
WRL 335 Introduction to Linguistics
WRL 225 Report Writing
WRL 109 Introduction to College Writing
WRL 7M Developmental Writing II
WRL 6A Developmental Writing I
LA 101 Liberal Arts
PS 72M The Psychology of Language
WRL 12M The Psychology of Language
WRL 9M Special Topics: Spelling
WRL 8M Special Topics: Grammar Review

Other

Responsibilities: Training/supervising tutors for writing, word processing, linguistics.
Tutoring students in all areas of writing on both a drop-in and sign-up
 basis.
Coordinating and conducting summer writing assessment workshops.
Assessing all incoming students' writing samples, as well as
 recommending appropriate writing courses.
Administering grants (Title III): implementing, documenting,
 reporting, rewriting.
Facilitating Writing Across the Curriculum through departmental
 writing competency programs.
Teaching word processing to both students and faculty.
Developing and revising word processing documentation for on-
 campus use.
Developing courses: Developmental Writing II, Composition
 Seminar/Practicum, The Psychology of Language.
Developing and administering Writing Center budget.

Graduate Teaching Assistant. Department of English, Arizona State University, Tempe, Arizona, August 1977-May 1978, August 1981-May 1983.

Courses Taught: English 101 First-semester freshman composition
English 102 Second-semester freshman composition

Other

Responsibilities: Serving as Writing Center tutor.

Publications

“Critical Practice in Technical Communication: A Book Review Essay” (with Dan Bauer). *Journal of Business and Technical Communication* 18.1 (2004): 112-123.

“Research as Social Practice: A Case Study of Research on Technical and Professional Communication” (with Carl Herndl). *Written Communication* 17.2 (2000): 258-296.

“Just’ Professing: A Call for the Valuation of Electronic Scholarship.” CoverWeb (Tenure and Technology: New Values, New Guidelines). *Kairos: A Journal for Teachers of Writing in Webbed Environments* 2.1 (1997).
<<http://english.ttu.edu/kairos/2.1/>>.

“Shifting Capital: Electronic Publishing on Bourdieu’s Linguistic Market” (with J. Quaintance). ERIC [Educational Resources Information Center] Clearinghouse on Reading, English, and Communication Skills: fiche no. ED 403 571 (1996).

“Tutors Aren’t Trained – They’re Educated: The Need for Composition Theory” (with Phil Hey). *The Writing Lab Newsletter* 18.7 (1994): 4-5.

Work in Progress

Panel presentation, “Building (Professional) Community Through Theory, Assessment, and Practice,” with Dan Bauer and Pete Carriere. Thomas R. Watson Conference on Rhetoric and Composition, Louisville, Kentucky, October 2004.

Book proposal with former Briar Cliff colleague Phil Hey—working title *Plain Talk About Tech Writing*.

Prospectus submission (based on dissertation) to Study in Writing and Rhetoric series.

Editorial Positions

Referee reader for *College Composition and Communication* (2001)

Presentations

- “Crossing Borders: IRB Issues from Multiple Perspectives” (co-author). Council for Programs in Technical and Scientific Communication Conference, Potsdam, New York, October 2003.
- “No Human Subjects Were Harmed in the Writing of This Proposal: Tensions Between Institutional Review Boards and Writing Programs” (co-author). Council for Programs in Technical and Scientific Communication Conference, Logan, Utah, October 2002.
- “‘If Ya Change the Tool, Ya Gotta Change the Rule’: Peer Review/Refereeing of Electronic Publishing/Scholarship.” Conference on College Composition and Communication, Chicago, Illinois, March 2002.
- “Portrait of an Emerging Department” (co-author). Council for Programs in Technical and Scientific Communication Conference, Pittsburgh, Pennsylvania, October 2001.
- “The Practice and Status of Collaborative Scholarship: Results of a Survey.” Conference on College Composition and Communication, Denver, Colorado, March 2001.
- “An Apology for Cyberethnography.” Modern Languages Association Conference, Chicago, Illinois, December 1999. (Revised and updated.)
- “An Apology for Cyberethnography.” Conference on College Composition and Communication, Atlanta, Georgia, March 1999.
- “Evaluation Issues in Electronic Collaborative Scholarship.” Western States Composition Conference, Salt Lake City, Utah, October 1998.
- “Practicing What We Preach: Valuing Collaborative Scholarship.” Western States Composition Conference, Tempe, Arizona, October 1997.
- Chair, “Pragmatism and Its Discontents” session. Conference on College Composition and Communication, Phoenix, Arizona, March 1997.
- “The Power of ‘Both/And’: Theory and Practice in the Writing Center.” Rocky Mountain Modern Languages Association Conference, Albuquerque, New Mexico, October 1996.
- “Ground Zero: Trinity Site as Discursive Event” (co-author). Rhetoric Society of America Conference, Tucson, Arizona, May/June 1996.

“Shifting Capital: Electronic Publishing on Bourdieu’s Linguistic Market” (co-author).
Conference on College Composition and Communication, Milwaukee, Wisconsin,
March 1996.

“Let’s Get Real: Writing Centers as Sites for Non-Academic Writing” (co-author).
Rocky Mountain Modern Languages Association Conference, Colorado Springs,
Colorado, October 1994.

“Dress Rehearsal: Using Case Writing to Develop Students’ Problem-Solving Skills” (co-
author). Midwest Region 4 National Council of Teachers of English Conference,
Madison, Wisconsin, April 1993.

“Tutors Aren’t Trained – They’re Educated: The Need for Composition Theory” (co-
author). Rocky Mountain Modern Languages Association Conference, Tempe,
Arizona, October 1991.

“Administrative Perceptions of Writing Labs: Some Lessons in Audience Awareness” (co-
author). Midwest Writing Centers Association Conference, Minneapolis, Minnesota,
October 1987.

“Computing at Briar Cliff: A Case Study in Resources, Values, and Options” (co-author).
Small College Computing Symposium Conference, St. Paul, Minnesota, April 1987.

Associate Chair, “Ricouer on Rhetoric” session. Conference on College Composition and
Communication, Atlanta, Georgia, March 1987.

“WRL 420: A Problem-Based Composition Course” (co-author). Midwest Writing
Centers Association Conference, Overland Park, Kansas, October 1986.

“The CAMP/US Program: A Developmental Skills Intensive” (co-author). Midwest
Writing Centers Association Conference, St. Louis, Missouri, October 1985.

Recorder, “Revision Theories and Strategies” session. Conference on College
Composition and Communication, Detroit, Michigan, March 1983.

Nonacademic Positions

Technical Editor (subcontract). Sperry Corporation, Phoenix, Arizona, April 1981-June
1984 (nonconsecutive – approximately one year’s experience).

Responsibilities: Writing, formatting, and editing proposals, reports, software
documentation, bulletins, notices, newsletters, publication indexes.
Supervising production of illustrations, text, and printing for clients
(e.g., Boeing, British Airways, United Airlines).

Advertising Copywriter. The Creative Advertising Co., Phoenix, Arizona, February 1979-January 1981.

Responsibilities: Writing copy for all media types.
Working with art director on print copy layout and design.
Meeting with clients.
Helping produce and post-produce TV commercials.
Programming cable TV schedules.
Assisting in development and supervision of media budgets and schedules (with media buyer and agency president).
Maintaining and updating videotape libraries and mechanicals files.

Advertising Assistant (subcontract). The Arizona Bank, Marketing Division, Phoenix, Arizona, August 1978-February 1979.

Responsibilities: Writing and editing reports and advertising copy.
Assisting in production of annual reports.
Organizing and maintaining files for camera slides and mechanicals.

Service and Activities

University of Arkansas at Little Rock

Serving on graduate student final project committees as chair and as member.
Serving on departmental committees: Administrative, Graduate, Search, Tech Focus, Undergraduate Studies.
Serving as AHSS (Arts, Humanities, and Social Sciences) representative on Graduate Council (Vice Chair 2003-2004), on Program Review Subcommittee.
Serving as AHSS representative on Graduate Curriculum Committee.
Giving presentations on application letters/resumes and on editing: in department, outside department (e.g., Criminal Justice), for 2001 Technical Communications Career Day and Job Fair.
Speaking to classes about Rhetoric and Writing course offerings.
Attending advising training sessions to familiarize myself with advising responsibilities and practices.
Getting involved in local chapter of Society for Technical Communication (including meeting presentations, e.g., "How to Be an Efficient and Effective Editor (one people listen to?): Strategies/Suggestions")
Working with departmental colleagues in computer classroom.
Working with graduate students as they choose and apply to Ph.D. programs.

New Mexico State University

ENGL 203G (Business and Professional Communication) Interest Group:

Developing model syllabus and weekly schedule for 203 instructors and graduate assistants.
Serving as mentor for first-time 203 instructors and graduate assistants.
Participating in committee meetings and decisions.
Graduate student representative on Graduate Studies Committee (English Department).
NCA (North Central Association) academic program review team member for Marketing Department.
Member of EGSO (English Graduate Studies Organization).

Briar Cliff College

Serving on committees: Faculty Development, LA (Liberal Arts) Advisory, Admissions, Teacher Education, FIPSE (Fund for the Improvement of Post Secondary Education) Selection Committee, Developmental Skills Task Force.
Serving as academic advisor.
Participating in development of LA 400 (interdisciplinary senior seminar – team taught): developing and offering student “training sessions” in collaboration skills prior to start of classes (with colleague), developing student and faculty handbooks (with colleague).
Developing programs: Writing major, TESL endorsement.
Developing and administering CAMP/US Program (two-week summer intensive in writing, reading, and study skills for entering at-risk students).
Initiating and broadening peer tutor activities and responsibilities in Writing Center.
Interviewing Writing Specialist candidates for full-time faculty position at Briar Cliff – 1986 Conference on College Composition and Communication.
Developing and presenting writing workshops for local business, as well as editing customer letters sequence.

Arizona State University

Workshop Committee Chair for SAGES (Student Association for Graduate English Studies):
Conducting orientation workshops for new teaching assistants.
Organizing presentations outlining various strategies for teaching the research paper.
Developing and organizing career planning workshops.
Assistant to Director of Writing Center:
Developing and publicizing sequence of writing workshops for students, faculty, and staff.
Representing Writing Center at departmental meetings.
Collecting student data.

Honors

Won 2001 National Council of Teachers of English Technical and Scientific Writing Award (Best Article on Philosophy or Theory of Technical or Scientific Communication): "Research as Social Practice."

Recognized by the Arkansas Chapter of Society for Technical Communication for outstanding service to the Chapter during 2000-2001.

Selected for membership in the Honor Society of Alpha Chi, 1999.

Selected for membership in the Honor Society of Gamma Beta Phi, 1999.

Selected for membership in the Honor Society of Phi Kappa Phi, 1998.

Nominated for New Mexico State University English Department's Emerson Award, 1996 and 1997.

Promoted from instructor to assistant professor, Briar Cliff College, 1989.

Nominated for Arizona State University Faculty Women's Association Distinguished Achievement Award, 1983.

Graduated with Honors (Honors Program), Ball State University, 1977.

Professional Memberships

ATTW (Association of Teachers of Technical Writing)

CPTSC (Council for Programs in Technical and Scientific Communication)

NCTE (National Council of Teachers of English)

References

Carl G. Herndl, Associate Professor
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