Department of English

Texas State University

# Departmental Committees

**2018-2019**

**I. Curriculum Committees**

***Advanced Studies.*** Advises Director of Advanced Studies; makes recommendations to faculty on course/curriculum development and program assessment; supports activities of Major/Minor Committee. Chair: Director of Advanced Studies. Continuing ex officio voting members: directors of departmental minors and emphases.

Marilynn Olson, Chair

Deborah Balzhiser

Rebecca Bell-Metereau, ex officio (Media Studies)

John Blair, ex officio (Creative Writing)

Elvin Holt

Rebecca Jackson, ex officio (Writing and Rhetoric)

Roger Jones

Katie Kapurch

Lindy Kosmitis, ex officio (Teacher Preparation)

Kathleen McClancy

Susan Morrison, ex officio (Medieval/Renaissance)

Daniel Price, ex officio (Internships)

Samuel Saldívar

Victoria Smith

Graeme Wend-Walker

Nancy Wilson, ex officio (Writing and Rhetoric) (on leave, spring)

Steve Wilson

***Creative Writing.*** Advises Advanced Studies Director and Committee on undergraduate creative writing courses and development of undergraduate creative writing emphasis. Chair of committee appoints standing subcommittee to judge best poem and best piece of fiction for *Persona* awards. Director is ex officio member, Advanced Studies

 John Blair, Chair

 Jason Coates

 Doug Dorst (on leave, fall and spring)

 Jennifer duBois

 Will Jensen

 Roger Jones

 Marilynn Olson, ex officio

 Cecily Parks

 Kathleen Peirce

 Stan Rivkin

 Sean Rose

***Graduate Studies.*** Advises Director of Graduate Studies; makes recommendations to Graduate Faculty on policies and procedures for graduate programs, curriculum, and faculty. Chair: Director of Graduate Studies. Continuing members: Directors of MA/Literature, MA/Technical Communication, MA/Rhetoric and Composition, and MFA programs; student representatives from MA, MA/TC, MA/RC, and MFA programs.

 Teya Rosenberg, Chair

 Doug Dorst (on leave, fall and spring)

 Rebecca Jackson

 Kathryn Ledbetter

 Cecily Parks

 Aimee Roundtree

Elizabeth Skerpan-Wheeler

Robert Tally

 Steve Wilson

Graduate students: Sirsha Nandi – MAL; Dyllan Scott – MA/TC; Erica Carlson – MA/RC; Emily Ellison – MFA

***First-Year English.*** Advises Director of Lower-Division Studies; makes recommendations to faculty on policies, curricula, and textbooks for first-year English. Chair: Director of Lower-Division Studies

Nancy Wilson, co-Chair (on leave, spring)

Stephanie Noll, co-Chair

Deborah Balzhiser

Jason Coates

Ellis-Lai, Laura

Fitzgerald, Keri

Chad Hammett

Stephen Harmon

Dickie Heaberlin

Lindy Kosmitis

Christopher Margrave

Graeme Mullen

Keith Needham

Amanda North

Mary Perna

Francine Pilkington

Octavio Pimentel

Richard Robertson

Alicia Salzmann

Alan Schaefer

Lauren Schiely

Amanda Scott

Laura Sims

Jon Marc Smith

Anne Winchell

***Sophomore Literature Committee.*** Advises Director of Lower-Division Studies; makes recommendations to faculty on policies and curricula for sophomore literature courses.

 Nancy Wilson, Chair (on leave, spring)

 John Blair

 Jason Coates

 Joe Falocco

 Chad Hammett, acting Chair (spring)

 Katie Kapurch

 Marilynn Olson (ex officio)

James Reeves

Jon Marc Smith

Laura Sims

Robert Tally

Julie Weng

 Steve Wilson

***Writing and Rhetoric Committee*.** Advises Advanced Studies Director and Committee about writing and rhetoric courses and the Writing and Rhetoric Emphasis. Advises the Coordinator of the Computer Labs on goals and policies, staffing decisions, and overall direction of the labs. Ex officio members: Director, Advanced Studies, and Lab Coordinator.

 Rebecca Jackson, co-Chair

Nancy Wilson, co-Chair (on leave, spring)

Deborah Balzhiser

 Matt Greengold, ex officio

Autumn Hayes

Eric Leake

 Marilynn Olson, ex officio

 Octavio Pimentel

 Daniel Price

 Sean Rose

 Aimee Roundtree

 Lauren Schiely

 Jon Marc Smith

***Internships.*** Develops and oversees policies and procedures for undergraduate internship program. Chair: Internship Coordinator

Daniel Price, Chair

Amanda Scott

Marilynn Olson

Sean Rose

Aimee Roundtree

Claire Richardson, LA advisor, ex officio

***Online Courses***. Assists with development of new online courses; reviews policies and procedures to achieve best practices.

 Jason Coates, Chair

 Deborah Balzhiser

 Libby Allison (on leave, fall)

 John Blair

 Laura Ellis-Lai

 Roger Jones

 Scott Mogull

 Stephanie Noll

 Daniel Price

 Laura Sims

 Anne Winchell

 Pinfan Zhu

***Teacher Preparation.*** Advises faculty on policies related to teacher preparation, including curricular requirements for teacher certification. Chair: Department Representative to Teacher Preparation Council. Ex officio member: Director, Advanced Studies.

 Lindy Kosmitis, Chair

 Keith Needham

 Stephanie Noll

 Laura Sims

 Marilynn Olson, ex officio

## II. Faculty Committees

***Faculty Review, Full Professors.*** Reviews and evaluates teaching, scholarly/creative activity, and service of full professors; recommends evaluations to the full professors; recommends changes in procedures for annual review. Members serve three-year terms, with a new member selected each fall by drawing a name from the roster of eligible full professors.

Allan Chavkin, Chair (2019)

Teya Rosenberg (2019)

Kathryn Ledbetter (2020)

***Faculty Review, Associate/Assistant Professors.*** Reviews and evaluates teaching, scholarly/creative activity, and service of assistant and associate professors; recommends evaluations to the senior faculty; recommends changes in procedures for annual review.

 Marilynn Olson, Chair

 Susan Morrison

Miriam Williams

***Faculty Review, Senior Lecturers.*** Reviews and evaluates the teaching, scholarly/creative activities (if applicable) and service materials submitted by senior lecturers; recommends evaluations to the senior faculty; recommends changes in procedures for annual review.

 Nancy Wilson, Chair (on leave, spring)

Jason Coates, acting Chair, spring

Elvin Holt

Roger Jones

***Faculty Review, Lecturers***. Reviews and evaluates teaching by lecturers; recommends evaluations to the senior faculty; recommends changes in procedures for annual review.

Nancy Wilson, Chair (on leave, spring)

Jon Marc Smith, Co-Chair

Debra Monroe

Vicki Smith

***Mentoring.*** Works with tenure-track faculty in preparation for annual review and tenure consideration.

 Robert Tally, Chair

 Deborah Balzhiser (mentor for Eric Leake)

 John Blair (mentor for Cecily Parks)

 Allan Chavkin (mentor for Leah Schwebel)

 Rebecca Jackson (mentor for Geneva Gano)

 Kitty Ledbetter (mentor for Sara Ramírez)

 Debra Monroe (mentor for Katie Kapurch)

Marilynn Olson (mentor for James Reeves)

 Octavio Pimentel (mentor for Samuel Saldívar)

 Teya Rosenberg (mentor for Jennifer duBois)

 Victoria Smith (mentor for Kathleen McClancy)

 Robert Tally (mentor for Julie McCormick Weng)

***Faculty Hiring.*** Screens applicants for tenure-track and tenured positions and makes hiring recommendations to the senior faculty. The department chair may modify committee membership for the needs of a particular search or may form separate ad hoc committees for multiple searches.

 ***Post World War II*** ***British Literature***

 Allan Chavkin, Chair

 Elvin Holt

 Teya Rosenberg

Elizabeth Skerpan-Wheeler

 Robert Tally

***IA/TA Hiring.*** Advises Chair on policies for screening and hiring Instructional and Teaching Assistants. Screens applicants for these positions and makes hiring recommendations to the Chair. Chair: Director of Lower-Division Studies.

 Nancy Wilson, chair (on leave, spring)

 Deb Balzhiser

 Doug Dorst (on leave, fall and spring)

 Chad Hammett, acting Chair, spring

Rebecca Jackson

Cecily Parks

Stan Rivkin, ex officio

Teya Rosenberg

Aimee Roundtree

## III. Administrative Support Committees

***English Department Endowment.*** Monitors English department endowment accounts and advises chair on building the department’s overall endowment. Also advises chair on the use of funds generated by endowments. In particular, oversees the TKL endowment by approving the annual TKL budget and reviewing expenditures from the preceding year. Chair: English department chair.

Daniel Lochman, Chair

 Rebecca Bell-Metereau

 Cyrus Cassells

 Doug Dorst (on leave, fall and spring)

 Tom Grimes

 Dickie Heaberlin

 Cecily Parks

Teya Rosenberg

***Library.*** Advises faculty of annual allocation figures and other information forwarded by Alkek Library acquisitions staff; authorizes book and periodical orders from faculty.

 Suparno Banerjee, Chair

 Flore Chevaillier

Allan Chavkin

Will Jensen

James Reeves

Stan Rivkin

 Alan Schaefer

 Leah Schwebel

 Graeme Wend-Walker

 Julie Weng

 Pinfan Zhu

***Major/Minor.*** Advises Director of Advanced Studies; holds information sessions for majors/ minors; helps publicize undergraduate offerings; represents department in various university activities (e.g., Bobcat Days); selects Outstanding Senior in English. Chair: Director of Advanced Studies. Ex officio member: Sponsor, Sigma Tau Delta

 Marilynn Olson, Chair

 Rebecca Bell-Metereau

 John Blair

 Flore Chevaillier

 Laura Ellis-Lai, ex officio

 Geneva Gano

 Chad Hammett

 Becky Jackson

 Roger Jones

 Lindy Kosmitis

 Christopher Margrave, ex officio

 Kathleen McClancy

 Jaime Mejía

 Sara Ramírez

Leah Schwebel

 Victoria Smith

 Steve Wilson

***MA/Literature.*** Advises MA/Literature Director; recommends admission standards; screens MA/Lit applications; composes MA/Lit thesis and comprehensive exam requirements; administers comprehensive exams; nominates TKL Visiting Critics and Scholars. Chair: MA/Lit Director. Continuing member: student from MA/Lit program.

 Teya Rosenberg, Chair

 Suparno Banerjee

 Mark Busby

 Flore Chevaillier, ex officio

 Joe Falocco (on leave, spring)

 Geneva Gano

 Kathryn Ledbetter

Samuel Saldívar

Robert Tally

 Victoria Smith

 MA/Literature student: Christi Hudgins

***MA/Technical Communication.*** Advises MA/TC director; recommends standards for admission to the program; screens TC application portfolios; composes TC thesis and comprehensive exam requirements. Chair: MA/TC Director. Continuing member: student from the MA/TC program.

Aimee Roundtree, Acting Chair, 2018-2019

Libby Allison

Deb Balzhiser

Aimee Roundtree

 Scott Mogull

 Miriam Williams

 Pinfan Zhu

 MA/TC student: Dyllan Scott

***MA/Rhetoric and Composition.*** Advises MA/RC Director; recommends standards for admission to the program; screens MA/RC applications; composes RC thesis and comprehensive exam requirements. Chair: MA/RC Director. Continuing member: student from the MA/RC program

Rebecca Jackson, Chair

 Deborah Balzhiser

 Eric Leake

 Jaime Mejía

 Octavio Pimentel

Elizabeth Skerpan-Wheeler

Nancy Wilson (on leave, spring)

MA/RC student: Erica Carlson

***MFA.*** Advises MFA Director; recommends standards for admission to the program; screens MFA application portfolios; composes MFA thesis and comprehensive exam requirements; recommends MFA Adjunct Faculty. Chair: MFA Director. Continuing member: student from the MFA program.

 Doug Dorst, Chair (on leave, fall and spring)

 Cyrus Cassells

 Jennifer duBois

 Tom Grimes

 Roger Jones

 Debra Monroe

 Cecily Parks, Acting Chair (fall and spring)

 Kathleen Peirce

 Stan Rivkin, ex officio

 Steve Wilson

 MFA student: Claudia Cardona

***Scholarships.*** Reviews applications for departmental scholarships; recommends awards; oversees any changes in application forms, criteria, and policies that are mandated by scholarship donors or university decisions.

 Elizabeth Skerpan-Wheeler, Chair

 Deb Balzhiser

 Cyrus Cassells

 Dickie Heaberlin

 Eric Leake

 Kathryn Ledbetter

***Outstanding Senior Award***. Receives, reviews, and recommends to faculty nominations for the Outstanding Senior Award.

 Steve Wilson, Chair

 Deborah Balzhiser

 Roger Jones

 Laura Ellis-Lai

 Christopher Margrave

 Marilynn Olson

***Lindsey Literary.*** Advises Chair and Coordinator of the Lindsey Literary Series on the selection of visiting writers and on expenditures associated with the series. Continuing member: graduate students (MA, MFA) recommended by graduate directors, undergraduate English major recommended by the director of Advanced Studies. Chair: Coordinator of the Lindsey Literary Series.

 Tom Grimes, Chair

John Blair

Amanda Scott, ex officio

 Cyrus Cassells

 Doug Dorst (on leave, fall and spring)

 Jennifer duBois

 Dickie Heaberlin

 Katherine Kapurch

 Cecily Parks

 Kathleen Peirce

 Sara Ramírez

 Stan Rivkin, ex officio

 Teya Rosenberg

 Leah Schwebel

 Rob Tally

 Graduate students: MFA –Brady Brickner-Wood; MAL – Michelle Piersol

 Undergraduate student: Zachary Buckhannon

***Writing Center.*** Advises Director of the Writing Center about Center goals, policies, and overall direction. Chair: Director of Writing Center.

 Deborah Balzhiser, Chair

 Keri Fitzgerald

 Autumn Hayes

 Rebecca Jackson

 Jaime Mejía

 Lauren Schiely

***College Review Group Representative.*** Represents the department at Liberal Arts College Review for tenure and promotion. (All three review group representative positions were up for re-nomination last year, for a 3-year appointment, beginning 2017-2018.)

Representative: Allan Chavkin

1stAlternate: Rebecca Jackson

 2nd Alternate: Elizabeth Skerpan-Wheeler

***Liberal Arts Faculty Advisory Council Member.*** Represents the department for curricular issues (programs and courses) and other issues as necessary.

Representative: Victoria Smith?

***Departmental Representative on Research Enhancement Committee***. Represents the department during the annual review of proposals for research enhancement grants and advises faculty in English who are preparing proposals.

 Representative: Deborah Balzhiser? Alternate: Susan Morrison?

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