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
- Rebeccab Bell-Metereau, ex officio (Media Studies)
- John Blair, ex officio (Creative Writing; on leave, fall)
- 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)
- Victoria Smith
- Graeme Wend-Walker
- Nancy Wilson, ex officio (Writing and Rhetoric)
- 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. Ex officio member, Director, Advanced Studies

- **John Blair, Chair (on leave, fall)**
  - Jason Coates
  - Doug Dorst
  - Jennifer duBois
  - Susan Hanson (fall only)
  - Will Jensen
  - Roger Jones
  - Marilynn Olson, ex officio
  - Cecily Parks
  - Kathleen Peirce (Committee Chair, fall)
  - 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
  - Michael Hennessy
  - Rebeccab Jackson
  - Kathryn Ledbetter
  - Elizabeth Skerpan-Wheeler
  - Robert Tally
  - Miriam Williams
  - Steve Wilson

Graduate students: Austin Herrera -- MAL; Dyllan Scott – MA/TC; Megann Kramer – MA/RC; Katherine Stingley – 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
Stephanie Noll, co-Chair
Deborah Balzhiser
Jason Coates
Ellis-Lai, Laura
Fitzgerald, Keri
Chad Hammett
Susan Hanson (fall only)
Stephen Harmon
Dickie Heaberlin
Lindy Kosmitis (on leave, fall)
Christopher Margrave
Tomás Morín
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
Dana Sprayberry-Thompson
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
John Blair
Jason Coates
Joe Falocco
Chad Hammett
Katie Kapurch
Marilynn Olson (ex officio)
Jon Marc Smith
Robert Tally
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
Deborah Balzhiser
Matt Greengold, ex officio
Eric Leake
Marilynn Olson, ex officio
Octavio Pimentel
Daniel Price
Sean Rose
Aimee Roundtree
Lauren Schiely
Internships. Develops and oversees policies and procedures for internship program. Chair: Internship Coordinator

Daniel Price, Chair
Eric Blankenburg
Marilynn Olson
Sean Rose
Aimee Roundtree
Claire Cremeens, 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
Eric Blankenburg
Libby Allison
John Blair (on leave, fall)
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 years terms, with a new member selected each fall by drawing a name from the roster of eligible full professors.

Allan Chavkin, Chair (2018)
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
- Jason Coates
- Elvin Holt

**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
- Jon Marc Smith, co-Chair
- Debra Monroe

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

- Deborah Balzhiser, Chair
  - Teya Rosenberg (mentor for Jennifer duBois)
  - Deborah Balzhiser (mentor for Eric Leake)
  - John Blair (mentor for Cecily Parks) (on leave, fall)
  - Allan Chavkin (mentor for Leah Schwebel)
  - Rebecca Jackson (mentor for Geneva Gano)
  - Debra Monroe (mentor for Katie Kapurch)
  - Victoria Smith (mentor for Kathleen McClancy)

**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.

**Chicana Literature**
- Victoria Smith, Chair
  - Geneva Gano
  - Jaimé Mejia
  - Tomás Morín
  - Marilynn Olson

**British Literature of the Long 18th Century (1688-1830)**
- Kathryn Ledbetter, Chair
  - Dick Heaberlin
  - Elvin Holt
  - Elizabeth Skerpan-Wheeler
  - Steve Wilson

**British Literature of the 20th and 21st Centuries**
- Allan Chavkin, Chair
  - Susan Morrison
  - Teya Rosenberg
  - Robert Tally
  - Graeme Wend-Walker

**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
  - Deb Balzhiser
  - Doug Dorst
  - Chad Hammett
  - Rebecca Jackson
  - Stan Rivkin, ex officio
  - Teya Rosenberg
### 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
- Tom Grimes
- Dickie Heaberlin
- Michael Hennessy
- Teya Rosenberg

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

- **Suparno Banerjee, Chair (on leave, fall)**
- Teya Rosenberg (interim Chair, fall)
- Flore Chevaillier
- Allan Chavkin
- Will Jensen
- Stan Rivkin
- Alan Schaefer
- Leah Schwebel
- Graeme Wend-Walker
- 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 (on leave, fall)
- 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
- Tomás Morín
- 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 (on leave, fall)
Mark Busby  
Flore Chevaillier, ex officio  
Joe Falocco  
Geneva Gano  
Kathryn Ledbetter  
Robert Tally  
Victoria Smith  
MA/Literature student: Jennifer Cizl-Gorgeny

**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.

- **Miriam Williams, Chair**  
- Libby Allison  
- Deb Balzhiser  
- Aimee Roundtree  
- Scott Mogull  
- 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  
- MA/RC student: Megann Kramer

**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**  
- Cyrus Cassells  
- Jennifer duBois  
- Tom Grimes  
- Roger Jones  
- Debra Monroe  
- Cecily Parks  
- Kathleen Peirce  
- Stan Rivkin, ex officio  
- Steve Wilson  
- MFA student: Erin Salada

**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.
Kathryn Ledbetter, 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 Sigma Tau Delta. Chair: Coordinator of the Lindsey Literary Series.

Tom Grimes, Chair
John Blair (on leave, fall)
Eric Blankenburg, ex officio
Cyrus Cassells
Doug Dorst
Jennifer duBois
Dickie Heaberlin
Katherine Kapurch
Cecily Parks
Kathleen Peirce
Stan Rivkin, ex officio
Teya Rosenberg
Leah Schwebel
Rob Tally
Graduate students: MFA – Molly Moltzen; MAL – Andrew Barton
Undergraduate student: Fall: Anastasia Williams; Spring: Megan Kennedy

**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
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 up for re-nomination this year, for new 3-year appointment.)

Representative: Allan Chavkin
1st Alternate: 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

9/21/17