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.

Susan Morrison, Chair (on leave, spring)
Deborah Balzhiser
Rebecca Bell-Metereau, ex officio (Media Studies)
John Blair, ex officio (Creative Writing)
Rebecca Jackson, ex officio (Writing and Rhetoric)
Roger Jones
Katie Kapurch (on leave, fall)
Lindy Kosmitis, ex officio (Teacher Preparation)
Simon Lee
Kathleen McClancy
Daniel Price, ex officio (Internships)
Sara Ramírez
Graeme Wend-Walker
Julie Weng
Nancy Wilson, ex officio (Writing and Rhetoric)
Steve Wilson
Ruben Zecena

**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
Jennifer duBois
Chad Hammet
Will Jensen
Roger Jones
Susan Morrison, ex officio (on leave, spring)
Cecily Parks (on leave, fall & spring)
Kathleen Peirce (on leave, fall & spring)
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
drea brown
Chris Dayley
Doug Dorst
Eric Leake
Cecily Parks (on leave, fall & spring)
Elizabeth Skerpan-Wheeler
Robert Tally
Steve Wilson
Graduate students: Bryce Jeter – MAL; Laura Soran – MA/TC; Clarice Blanco – MA/RC; MFA (Rose GA)

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, Chair
Mindy Adams
Deborah Balzhiser
Joanna Collins
Ellis-Lai, Laura
Fitzgerald, Keri
Chad Hammett
Stephen Harmon
Lindy Kosmitis
Christopher Margrave
Graeme Mullen
Amanda North
Francine Pilkington
Octavio Pimentel
Polasek, Cassie
Ben Reed
Richard Robertson
Alan Schaefer
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.

Chad Hammett, Chair
John Blair
Jason Coates
Joe Falocco
Katie Kapurch (on leave, fall)
Susan Morrison, (ex officio) (on leave, spring)
Ben Reed
James Reeves
Jon Marc Smith
Laura Sims
Robert Tally
Nancy Wilson
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, Chair
Nancy Wilson
Deborah Balzhiser
Joanna Collins
Corey Weber
Eric Leake
Susan Morrison, ex officio (on leave, spring)
Octavio Pimentel
Daniel Price
Sean Rose
Aimee Roundtree
Jon Marc Smith
**Internships.** Develops and oversees policies and procedures for undergraduate internship program. Chair: Internship Coordinator

Daniel Price, Chair  
Amanda Scott  
Will Jenson  
Susan Morrison  
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  
John Blair  
Laura Ellis-Lai  
Roger Jones  
Scott Mogull  
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  
Mindy Adams  
Laura Sims  
Susan Morrison, ex officio (on leave, spring)

**Curriculum Revision Committees**

**Student curriculum subcommittee—Susan Morrison point person**
Rebecca Bell-Metereau/Sara Ramirez co-chairs  
Jason Coates  
Eric Leake/Simon Lee  
Joanna Collins

**Benchmarking curriculum subcommittee—Miriam Williams point person**
Becky Jackson/James Reeves co-chairs  
Cecily Parks (on leave, fall & spring)  
Dan Price  
Rob Tally

**Faculty curriculum subcommittee—Steve Wilson point person**
Elizabeth Skerpan-Wheeler/Kate McClancey co-chairs  
Graeme Wend-Walker  
Julie Weng  
Nancy Wilson

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.

Octavio Pimentel (begins 2022)
Roger Jones  
Pinfan Zhu (began review in 2021)

**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.

- Susan Morrison, Chair (on leave, spring)
- Rebecca Bell-Metereau
- Miriam Williams (on leave, spring)
- Becky Jackson
- Aimee Roundtree

**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.

- Katie Kapurch, Chair
- Suparno Banerjee
- Jason Coates

**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
- Cecily Parks (on leave, fall, spring)
- Debra Monroe

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

- Robert Tally, Chair
- Suparno Banerjee (mentor for Simon Lee)
- Geneva Gano (mentor for Sara Ramírez)
- Katie Kapurch (mentor for drea brown)
- Eric Leake (mentor for Christopher Dayley)
- Kate McClancy (mentor for Nithya Sivashankar)
- Elizabeth Skerpan-Wheeler (mentor for James Reeves)
- Robert Tally (mentor for Julie McCormick Weng)
- Nancy Wilson (mentor Ruben Zecena)

**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.

**WC 19th Century British**
- Dan Lochman (Chair)
- Suparno Banerjee
- James Reeves
- Teya Rosenberg
- Elizabeth Skerpan-Wheeler

**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
- Mindy Adams
- Deb Balzhiser
- Doug Dorst
- Chris Dayley
- Eric Leake
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.

Victoria Smith, Chair
Rebecca Bell-Metereau
Cyrus Cassells
Flore Chevaillier, ex officio
Doug Dorst
Tom Grimes
Cecily Parks (on leave fall, spring)
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
Will Jensen
James Reeves
Stan Rivkin
Alan Schaefer
Leah Schwebel
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

Susan Morrison, Chair
Rebecca Bell-Metereau
John Blair
Flore Chevaillier
Laura Ellis-Lai, ex officio
Geneva Gano
Becky Jackson
Roger Jones
Lindy Kosmitis
Christopher Margrave, ex officio
Leah Schwebel
Nithya Sivashankar
Graeme Wend-Walker
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
Flore Chevaillier, ex officio
Joe Falocco
Geneva Gano
Dan Lochman
Simon Lee
Sara Ramírez
Nithya Sivashankar
Robert Tally
Julie Weng
MA/Literature student: Levi Hernandez

**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.

Christopher Dayley, Chair
Deb Balzhiser
Aimee Roundtree,
Scott Mogull
Miriam Williams
Pinfan Zhu
Octavio Pimentel,
MA/TC student: Laura Soran

**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

Eric Leake, Chair (leave, spring)
Rebecca Jackson
Deborah Balzhiser
Jaime Mejía
Octavio Pimentel
Elizabeth Skerpan-Wheeler
Nancy Wilson
MA/RC student: Clarice Blanco

**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: Sylvia Umutesi Karenzi

**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
Joe Falocco
Eric Leake
Leah Schwebel
**Social Media Committee.** Generates content to advertise and celebrate the department and its achievements; posts things of interest and importance to our Facebook page; consults with the Twitter posse about crossover content and needed tweets.

Rob Tally, Chair
Deb Balzhiser
Chris Dayley
Amanda Scott
Danny Williams
Ruben Zecena

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

Graeme Wend-Walker, Chair
Deborah Balzhiser
Roger Jones
Laura Ellis-Lai
Christopher Margrave
Claire Richardson, LA advisor, ex officio

**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
drea brown
Amanda Scott, ex officio
Cyrus Cassells
Jennifer duBois
Katherine Kapurch (on leave fall)
Cecily Parks
Kathleen Peirce
Sara Ramírez
Stan Rivkin, ex officio
Teya Rosenberg
Leah Schwebel
Rob Tally
Graduate student: MFA – Sylvia Umutesi Karenzi MAL –
Undergraduate student: Bailey Jo Stephens

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

Deborah Balzhiser, Chair
Joanna Collins
Keri Fitzgerald
Rebecca Jackson
Dan Lochman
Jaime Mejía

**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: Rob Tally
1st Alternate: Octavio Pimentel
2nd Alternate: Dan Lochman

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

Representative: Kate McClancy

**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: Rebecca Bell-Metereau

Alternate: Susan Morrison
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