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 Ramirez
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
- 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
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
Chad Hammett
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
MA/Literature student: Levi Hernandez

MA/Tech 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 Pimental
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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