Department of English

Texas State University

# Departmental Committees

**2019-2020**

**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

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 (on leave, spring)

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

***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 (on leave, fall)

 Chad Hammet

 Will Jensen

 Roger Jones

 Susan Morrison, 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

 Rebecca Jackson

 Kathryn Ledbetter (on leave, fall)

 Cecily Parks

 Aimee Roundtree

Elizabeth Skerpan-Wheeler

Robert Tally

 Steve Wilson

Graduate students: Logan McKinney– MAL; Caitlin Starks – MA/TC; Erica Carlson – MA/RC; TBA– 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

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 (on leave, spring)

Richard Robertson

Alicia Salzmann

Alan Schaefer

Joanna Collins

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

 John Blair

 Jason Coates

 Joe Falocco

 Chad Hammett

 Katie Kapurch (on leave, spring)

 Susan Morrison, (ex officio)

James Reeves

Jon Marc Smith

Laura Sims

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

Joanna Collins

 Matt Greengold, ex officio

Eric Leake (on leave, fall)

 Susan Morrison, ex officio

 Octavio Pimentel (on leave, spring)

 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

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 (on leave, fall)

 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

 Susan Morrison, ex officio

***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

Rob Tally

Dan Price

***Faculty curriculum subcommittee—Steve Wilson point person***

Elizabeth Skerpan-Wheeler/Kate McClancey co-chairs

Julie Weng

Graeme Wend-Walker

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.

Kathryn Ledbetter (2020) (on leave, fall)

Roger Jones

Steve Wilson

***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

 Rebecca Bell-Metereau

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.

 Robert Tally, Chair

 Suparno Banerjee (mentor for Simon Lee)

 John Blair (mentor for Cecily Parks)

 Allan Chavkin (mentor for Leah Schwebel) (on leave, fall and spring)

 Kitty Ledbetter (mentor for Sara Ramírez)

 Teya Rosenberg (mentor for Jennifer duBois)

Elizabeth Skerpan-Wheeler (mentor for James Reeves)

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.

 ***Director MATC Co-Director Writing Center Children’s & YA Literature***

 Miriam Williams, Chair Deb Balzhiser, Chair Rob Tally, Chair

 Scott Mogul Keri Fitzgerald Suparno Banerjee

 Octavio Pimentel Rebecca Jackson Teya Rosenberg

 Aimee Roundtree James Reeves Graeme Wend-Walker

 Amanda Scott Nancy Wilson Julie Weng

***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

Ben Reed

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.

Victoria Smith, Chair

 Rebecca Bell-Metereau

 Cyrus Cassells (on leave, fall and spring)

 Flore Chevaillier, ex officio

 Doug Dorst

 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 (on leave, fall and spring)

Will Jensen

James Reeves

Stan Rivkin

 Alan Schaefer

 Leah Schwebel

 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

 Susan Morrison, Chair

 Rebecca Bell-Metereau

 John Blair

 Flore Chevaillier

 Laura Ellis-Lai, ex officio

 Geneva Gano

 Becky Jackson

 Roger Jones

Katie Kapurch (on leave, spring)

 Lindy Kosmitis

 Christopher Margrave, ex officio

 Kathleen McClancy

Leah Schwebel

 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

 Mark Busby

 Flore Chevaillier, ex officio

 Joe Falocco

 Geneva Gano

 Kathryn Ledbetter (on leave, fall)

Dan Lochman ((on leave, fall and spring)

 Simon Lee

Sara Ramírez

Robert Tally

 MA/Literature student: Logan McKinney

***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.

Octavio Pimentel, Acting Chair, Fall, 2019

Deb Balzhiser

Aimee Roundtree, Acting Chair, Spring, 2019

 Scott Mogull (on leave, fall)

 Miriam Williams

 Pinfan Zhu

 MA/TC student: Caitlin Starks

***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 (on leave, fall)

 Jaime Mejía

 Octavio Pimentel (on leave, spring)

Elizabeth Skerpan-Wheeler

Nancy Wilson

 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

 Cyrus Cassells (on leave, fall and spring)

 Jennifer duBois (on leave, fall)

 Tom Grimes

 Roger Jones

 Debra Monroe

 Cecily Parks

 Kathleen Peirce

 Stan Rivkin, ex officio

 Steve Wilson

 MFA student:  Jenny Fleming

***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 (on leave, fall and spring)

 Dickie Heaberlin

 Eric Leake (on leave, fall)

 Kathryn Ledbetter (on leave, fall)

***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

 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

Amanda Scott, ex officio

 Cyrus Cassells (on leave, fall and spring)

 Doug Dorst

 Jennifer duBois (on leave, fall)

 Dickie Heaberlin

 Katherine Kapurch (on leave, spring)

 Cecily Parks

 Kathleen Peirce

 Sara Ramírez

 Stan Rivkin, ex officio

 Teya Rosenberg

 Leah Schwebel

 Rob Tally

 Graduate students: MFA –Will Pellett; MAL – Logan McKinney

 Undergraduate student:

***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 ((on leave, fall and spring)

 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: Rebecca Jackson

1stAlternate: Aimee Rountree

 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: 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: Deborah Balzhiser Alternate: Susan Morrison/John Blair

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