Department of English

Texas State University

# Departmental Committees

**2023-2024**

**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.

Kathleen McClancy, Chair

Deborah Balzhiser

Rebecca Bell-Metereau, ex officio (Media Studies)

John Blair, ex officio (Creative Writing)

Denae Dyck

Laura Ellis-Lai, ex officio (Internships)

Rebecca Jackson

Roger Jones

Lindy Kosmitis, ex officio (Teacher Preparation)

Simon Lee

Susan Morrison

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

Chad Hammet

Will Jensen

Roger Jones

Kate McClancy, ex officio

Cecily Parks

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.

James Reeves, Chair

Emily Banta

drea brown

Chris Dayley

Doug Dorst

Eric Leake

Cecily Parks

Elizabeth Skerpan-Wheeler

Robert Tally

Steve Wilson

Graduate students: MAL—Roly Meza; MA/TC--Kelsey Caswell; MA/RC--Abagail Milam; 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

Deborah Balzhiser

Jason Coates

Joanna Collins

Ellis-Lai, Laura

Chad Hammett

Lindy Kosmitis

Christopher Margrave

Francine Pilkington

Octavio Pimentel

Cassie Polasek

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

Kate McClancy, ex officio

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.

Eric Leake, Chair

Deborah Balzhiser

Joanna Collins

Becky Jackson

Kate McClancy, ex officio

Octavio Pimentel

Sean Rose

Aimee Roundtree

Jon Marc Smith

Corey Weber

Nancy Wilson

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

Laura Ellis-Lai, Chair

Will Jenson

Susan Morrison

Sean Rose

Aimee Roundtree

Claire Richardson, LA advisor, ex officio

Amanda Scott

***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

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

Cassie Polasek

Laura Sims

Erica Gould

Kate McClancy, ex officio

***ELAR Development .***Works with faculty to develop strategies and best practices for paired reading/writing classes.

Cory DeBoest, Chair

***Curriculum Revision Committees***

***Student curriculum subcommittee— Kate McClancy 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 (on leave, spring)

Graeme Wend-Walker

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

Elizabeth Skerpan-Wheeler/Kate McClancey co-chairs

Graeme Wend-Walker

Julie Weng

Nancy Wilson

***English First Gen Proud Committee***

Octavio Pimentel (Chair)

Emily Banta

Cory DeBoest

Sara Ramírez

## 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 (began 2022) Chair

John Blair (began 2024)

Joe Falocco (began 2024)

***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

Becky Jackson

***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 (on leave, spring)

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

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) (on leave, spring)

Jennifer DuBois (mentor for Denae Dyck)

Geneva Gano (mentor for Sara Ramírez)

Miriam Williams (mentor for drea brown)

Eric Leake (mentor for Christopher Dayley)

Leah Schwebel (mentor for Emily Banta)

Kate McClancy (mentor for Nithya Sivashankar)

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, MFA**

Vicki Smith(Chair)

Debra Monroe

Doug Dorst

Cecily Parks

Cyrus Cassells

**MFA**

Debra Monroe (Chair)

Cecily Parks

Eric Leake

**Film**

Kate McClancy (Chair)

Jon Marc Smtih

Simon Lee

***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

Jason Coates

Deb Balzhiser

Doug Dorst

Chris Dayley

Eric Leake

Chad Hammett

Rebecca Jackson

Ben Reed

James Reeves

***Policy Committee***

## 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

Doug Dorst

Tom Grimes

Cecily Parks

***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 (on leave, spring)

James Reeves

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) Ex officio member: Sponsors, Sigma Tau Delta

Graeme Wend-Walker, Chair

Rebecca Bell-Metereau

John Blair

Geneva Gano (on leave, fall and spring)

Becky Jackson

Roger Jones

Katie Kapurch, , ex officio

Lindy Kosmitis

Leah Schwebel

Nithya Sivashankar

Nancy Wilson, ex officio

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.

James Reeves, Chair

Suparno Banerjee (on leave, spring)

Denae Dyck

Geneva Gano

Dan Lochman

Simon Lee

Sara Ramírez

Nithya Sivashankar

Robert Tally

Julie Weng

MA/Literature student: Roly Meza

***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: Kelsey Caswell

***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

Rebecca Jackson

Deborah Balzhiser

Jaime Mejía

Octavio Pimentel

Elizabeth Skerpan-Wheeler (on leave, spring)

Nancy Wilson

MA/RC student: Abagail Milam

***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.

Tom Grimes and Debra Monroe, Associate Directors

Cyrus Cassells

Jennifer duBois

Roger Jones

Cecily Parks

Steve Wilson

MFA student:

***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

***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.

Cecily Parks, Chair

John Blair

drea brown

Amanda Scott, ex officio

Cyrus Cassells

Jennifer duBois

Tom Grimes

Katherine Kapurch

Bianca Perez

Sara Ramírez

Leah Schwebel

Rob Tally

Graduate student: MFA –   MAL –

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

Rebecca Jackson

Dan Lochman

Jaime Mejía

***College Review Group Representative.*** Represents the department at Liberal Arts College Review for tenure and promotion.

Representative: Rebecca Jackson

1stAlternate: 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:

Rev. 12/11/2023