

November 15th Academic Affairs / Student Development Subcommittee Meeting

NOTICE

A MEETING OF THE WORCESTER STATE UNIVERSITY ACADEMIC AFFAIRS/STUDENT DEVELOPMENT COMMITTEE WILL BE HELD ON TUESDAY, NOVEMBER 15, 2016 AT 4:30 P.M. IN THE MULTI-PURPOSE ROOM OF SHEEHAN HALL.

1. CALL TO ORDER (Notice & Agenda – Attachment 1)
2. VOTES (Attachment 2)
3. APPROVAL OF AY 2017-2018 SABBATICAL LEAVES (Attachments 3A – 3D)
 - 3A) Memo President to BOT
 - 3B) Memo Provost to President
 - 3C) Sabbatical Summary
 - 3D) Sabbatical Proposals
4. OTHER BUSINESS
5. ADJOURNMENT

Judith A. St. Amand
November 8, 2016

Academic/Student Development Committee

Trustee Shirley Steele, Chair

Trustee Corey Laite

Trustee Karen LaFond

Trustee Stephen Madaus

Trustee David Tuttle

Trustee George Albrow, Ex-Officio Voting Member

President Barry Maloney, Ex-Officio Non-Voting Member

All trustees are welcome at any committee meeting

**WSU BOARD OF TRUSTEES
ACADEMIC AFFAIRS/STUDENT DEVELOPMENT
November 15, 2016**

VOTES

Upon a motion made and seconded, it was

VOTED: to recommend to the Board the approval of the following sabbatical leaves for Academic Year 2017-2018:

Fall of 2017 at 1/2 salary, effective September 1, 2017

Dr. Samuel O'Connell	Visual & Performing Arts
Dr. Donald Vescio	English

Spring of 2018 at 1//2 salary, effective January 1, 2018

Dr. Christina Bebas	Education
Dr. Matthew Ortoleva	English
Dr. Elizabeth Siler	Business Administration/Economics
Dr. Robert Smith	History & Political Science
Dr. Emily Soltano	Psychology
Dr. Champika Soysa	Psychology
Dr. Heather Treseler	English

Upon a motion made and seconded, it was

VOTED: to adjourn the meeting at

TO: Members, WSU Board of Trustees

FROM: Barry M. Maloney 

RE: Sabbatical Leaves 2017-2018

DATE: November 1, 2016

I am pleased to concur with the recommendation of Provost Lois Wims and I am forwarding to you nine proposals for sabbatical leave. This year there were a total of eleven proposals; 2 for Fall Semester 2017 and 7 for Spring Semester 2018, and two proposals were not recommended.

Each department chair has affirmed that the individual study for each candidate will contribute to the respective department's course offerings. Also, I concur with Dr. Wims that each area of study will contribute significantly to their professional development as a scholar and teacher, and will benefit Worcester State University and its students.

Enclosed is a brief summary of the proposed sabbatical projects submitted by Provost Wims.

Enclosure

cc: Dr. Wims
VP Eichelroth
Prof. Bullens
Ms. Luster

TO: President Barry Maloney

FROM: Lois A. Wims, Provost

RE: AY 2017-2018 Sabbatical Leaves

DATE: October 25, 2016

I have reviewed the applications received for 2017-2018 sabbatical leaves. After a thorough review of all materials, I am recommending the following nine faculty who I deem are eligible for sabbatical leave and I submit them for your consideration:

Fall of 2017 at 1/2 salary, effective September 1, 2017

Dr. Samuel O'Connell	Visual & Performing Arts
Dr. Donald Vescio	English

Spring of 2018 at 1//2 salary, effective January 1, 2018

Dr. Christina Bebas	Education
Dr. Matthew Ortoleva	English
Dr. Elizabeth Siler	Business Administration & Economics
Dr. Robert Smith	History & Political Science
Dr. Emily Soltano	Psychology
Dr. Champika Soysa	Psychology
Dr. Heather Treseler	English

I am not recommending two sabbatical leave requests at this time. Attached please find a summary of the sabbatical leave process and a brief description of each recommended sabbatical.

Attachments

Sabbatical Leave Applications for 2017-2018

Sabbatical leave provides an opportunity for a period of study and research for full-time faculty every seven years. Sabbaticals serve as an important component of faculty professional development, ensuring that faculty members stay current in their fields and advance their scholarship, enhancing their contribution to the students and the university.

Sabbatical proposals are submitted by eligible faculty members to their department chairs each October 1st. Those who are department chairs submit directly to the Provost. Chairs forward their recommendation to the Provost. The Provost then reviews the proposals and recommends approval or denial to the President, who submits those recommended to the Board of Trustees for approval at the November Board meeting.

Ten sabbatical proposals were received for 2016-2017. Nine of them are recommended by President Maloney to the Board for approval. Of these proposals, 2 are for Fall semester leaves, and 7 are for Spring semester. Summaries of the proposals recommended for approval are attached and include the faculty member's name and academic department, the time period requested, the title of the proposal, and a summary of the proposed sabbatical activities to be accomplished.

Faculty on sabbatical leave for one semester receive their full salary during the period of the leave. Those on full year sabbatical leave, receive one-half salary for the full year (we had no such applicants this year.) The cost to the institution for awarding sabbatical leave is for hiring part time, adjunct faculty to teach some of the courses that the faculty member on leave would have taught. Typically, not every course that would have been taught is offered during the sabbatical semester because some elective type courses can be postponed and taught during a later semester. Each department chair of the applicants has been contacted and has confirmed the department's ability to cover the duties and courses while the leaves are in place.

Estimated cost for 2017-2018: Required courses will need to be covered by adjuncts for the 9 sabbaticals. Sections are offered based on student demand, not on faculty availability, and the number of courses offered each spring are lower than fall semesters with approximately a 2 to 4% drop in the need for adjunct coverage in the spring. Given that 7 of the proposed sabbaticals are for the spring semester, the cost may be less than estimated. At an average cost of \$5,000 per section, this equals \$130,000. Funds to cover this expense will be included in the adjunct line in the FY 18 institutional budget.

Sabbatical Proposals

Fall 2017

Dr. Sam O'Connell (Visual and Performing Arts) proposes a semester long sabbatical with four aims: a journal article in the field of black musical theatre history using *The Wiz* as a focus. Dr. O'Connell has previously been published on topics in black musical theatre. He will continue to collaborate with other universities regarding the American Society for Theatre Research and will edit a collection on student work in theatre programs in higher education to be submitted for publication. Further, Dr. O'Connell plans to take a Worcester State long term interdisciplinary project called CitySpeak to Nashville as a pilot. The Worcester program is an arts based urban planning which combines creativity and humanities research methods to engage citizens. This would be the first CitySpeak site outside of Worcester. Finally, Dr. O'Connell aims to explore collaboration for students and faculty with our sister institution the University of Worcester in Worcester, England.

Dr. Donald Vescio (English) proposes research that will integrate information technology, the process of writing, and writing pedagogy. Dr. Vescio will focus on the tools and techniques of writing and their connection to current and emerging critical theory. Dr. Vescio plans two scholarly articles, two conference presentations, and the production of self-paced modules for faculty interested in writing pedagogy. Dr. Vescio has been active in enhancing department and university assessment of student writing and believes his research will have implications for the writing program at WSU and beyond.

Spring 2018

Dr. Christina Bebas (Education) will examine attrition of early-career teachers using a model exploring Professional Development Schools which rely on partnerships between universities and local schools such as we have here at Worcester State University. Dr. Bebas will explore the models in use at other universities to potentially impact the attrition rate here and to influence that rate more broadly. Her plan is to produce papers for publication and for presentation at national conferences.

Dr. Matthew Ortoleva (English) proposes research into regional identity and writing studies particularly focusing on Down East region in Maine. His plan is to examine regional newspapers and magazines and employ document and ethnographic field analysis. Dr. Ortoleva expects the completion of his research and an article submitted for publication in a leading journal of writing studies.

Dr. Elizabeth Siler (Business Administration and Economics) proposes a participant- observation study of pregnancy and the workplace utilizing shadowing techniques and photography. This project will expand on her earlier research about pregnancy at work and the physical aspects of organizations. Dr. Siler plans at least two scholarly articles as a result of this work and will attend a Qualitative Research in Management conference to present preliminary data.

Dr. Robert Smith (History) will work on his third book entitled “An Atlantic Charter: The States, Foreign Policy, and the Constitution.” Dr. Smith’s work explores the foreign policy interests of states and their role in ratification. Dr. Smith will travel to multiple archives in the U.S. to conduct secondary research and begin a manuscript for submission by the end of 2018. His work will inform his U.S. history classes at Worcester State.

Dr. Emily Soltano (Psychology) plans to continue her research on the science of teaching and learning as cognitive psychology is applied. Dr. Soltano’s prior work has focused on strategies that influence comprehension and metacomprehension in the classroom given outlines, lectures, and short papers. She will partner with our sister institution in Worcester, England to examine the cross cultural differences in cognitive processing for educational material for US and British students. She will compare the resultant data sets across different years of a college education. Dr. Soltano anticipates national, regional, and international presentations and a scholarly article from the findings.

Dr. Champika K. Soysa (Psychology) plans two projects during her proposed sabbatical. First, a study of social identity in three ethnic groups in Sri Lanka experiencing in group identity and out group hostility. Her second study examines the concepts of mindfulness and serenity with undergraduate students (at WSU and Assumption) applying factor analysis. Dr. Soysa has continuously worked with undergraduate students in her research as a high impact practice. The data collection is complete but will require a scholarly manuscript for submission to a peer reviewed article.

Dr. Heather Treseler (English) will work on two projects during her proposed sabbatical. Her work on poet Elizabeth Bishop has drawn an invitation to lecture at the Sorbonne and collaborate with twenty five other scholars also contributing to a world bibliography on this poet. Dr. Treseler anticipates either a journal article or a book chapter from this scholarly work. Dr. Treseler will also continue with her own poetry development in the area of transformative mythology and the manuscript for two collections of poems. She expects both journal articles and a full length manuscript to result from the sabbatical.

November 15th Full Board Meeting

NOTICE

A MEETING OF THE WORCESTER STATE UNIVERSITY BOARD OF TRUSTEES WILL BE HELD ON TUESDAY, NOVEMBER 15, 2016 AT 6:30 P.M. IN THE MULTI-PURPOSE ROOM IN SHEEHAN HALL.

1. CALL TO ORDER (Attachment 1 – Notice & Agenda)
2. VOTES – (Attachment 2)
3. SABBATICAL PRESENTATION – Dr. Margaret Kerr
Professor and Chair, Department of Chemistry
(No Attachment)
4. APPROVAL OF MINUTES – October 18, 2016 (Attachment 4)
5. CHAIR OF THE BOARD UPDATE (No Attachment)
6. CHANGE IN JANUARY MEETING DATE – January 9, 2017 (No Attachment)
7. PRESIDENT’S REPORT
 - President’s Update (Attachment 7A)
 - Presentation – Trip to Ireland (Attachment 7B)
8. APPOINTMENT OF DEAN, SCHOOL OF HUMANITIES AND SOCIAL SCIENCES (Attachment 8)
9. REPORT OF ACADEMIC AFFAIRS/STUDENT DEVELOPMENT COMMITTEE (No Attachment)
10. OTHER BUSINESS
11. ADJOURNMENT

Judith A. St. Amand
November 8, 2016

VOTES

Upon a motion made and seconded, it was

VOTED: **to approve the minutes of October 18, 2016 as submitted.**

Upon a motion made and seconded, it was

VOTED: **to approve the appointment of Dr. Russ Pottle as Dean of the School of Humanities and Social Sciences based upon the terms described in his letter of appointment dated October 27, 2016.**

Upon a motion made and seconded, it was

VOTED: **to accept the recommendation of the Academic Affairs/Student Development Committee and approve the following Academic Year 2017-2018 Sabbatical Leaves:**

Fall of 2017 at 1/2 salary, effective September 1, 2017

Dr. Samuel O'Connell	Visual & Performing Arts
Dr. Donald Vescio	English

Spring of 2018 at 1//2 salary, effective January 1, 2018

Dr. Christina Bebas	Education
Dr. Matthew Ortoleva	English
Dr. Elizabeth Siler	Business Administration/Economics
Dr. Robert Smith	History & Political Science
Dr. Emily Soltano	Psychology
Dr. Champika Soysa	Psychology
Dr. Heather Treseler	English

Upon a motion made and seconded, it was

VOTED: **to adjourn the meeting at**

**WORCESTER STATE UNIVERSITY
BOARD OF TRUSTEES**

October 18, 2016

PRESENT: Trustee George Albro, Chair
Trustee Craig Blais, Vice Chair
Trustee Maryanne Hammond, Vice Chair
Trustee Aleta Fazzone
Trustee Corey Laite
Trustee Karen LaFond
Trustee Stephen Madaus
Trustee Dina Nichols
Trustee Shirley Steele
Trustee David Tuttle
President Barry Maloney, Secretary
Ms. Judith St. Amand, Assistant Secretary
Ms. Nikki Kapurch, Special Assistant to the President

ABSENT: Trustee Marina Taylor

In accordance with the provisions of General Laws, Chapter 30A having been complied with, and a quorum present, a meeting of the Worcester State University Board of Trustees was held on Tuesday, October 18, 2016 in the Multi-Purpose Room of Sheehan Hall. Trustee Albro called the meeting to order at 6:32 p.m.

PARTNERSHIP WITH OFFICE OF NAVAL RESEARCH PRESENTATION

- Dr. Hemant Pendharkar, Professor in the Department of Computer Science, thanked the Board for granting him time to share his work with Dr. Scott Batson and Dr. Bryan Williams from SPAWAR
- They were here as a follow up visit to discuss future projects and look at possible avenues for a collaboration between SPAWAR and WSU which would bring undergraduate research, independent study, internships and exposure to cutting edge research for our students
- Dr. Pendharkar was one of four faculty chosen as a Faculty Research Fellow for the SPAWAR Atlantic Center, located in Charleston
- Visitors will meet with President Maloney to discuss possible collaborations and the work done by Dr. Pendharkar in more detail
- The Trustees thanked Dr. Pendharkar for a very informative presentation.

APPROVAL OF MINUTES – September 13, 2016

Upon a motion by Trustee Fazzone and seconded by Trustee Blais, it was unanimously

VOTED: to approve the minutes of September 13, 2016 as submitted.

CHAIR OF THE BOARD UPDATE

- Great Homecoming Weekend – close to 3,000 visitors – enjoyed by all and special thanks to those who planned the event
- Distinguished Donors Reception is upcoming on October 27th – always a very elegant and enjoyable evening
- Process for selecting a Dean of the School of Humanities and Social Sciences is coming to a close
- Had an opportunity to sit in on open interviews and found the process most interesting
- Very important role for trustees to be involved in to show our interest in the hiring of personnel for such key roles on campus
- The Board is very supportive of the faculty, students and staff and continues to be impressed with the many strides WSU continues to accomplish.

Naming of the Floor in Competition Gym of Wellness Center

- Chairman Albro shared with the group that he had received several letters recommending and supporting the naming of the basketball court in the new Wellness Center in honor of John Brissette
- All noted the amount of time and effort that John put into making the dream of our Wellness Center a reality
- He is a tireless supporter of the University and especially in the arena of all athletics
- He is an alum who has been tremendously loyal serving as an Alumni Board Member, Board of Trustees member, financial donor and will be inducted on November 5th into the WSU Athletic Hall of Fame as a Contributor
- All agreed that John Brissette is most deserving of this honor
- The support for naming the basketball court in honor of John P. Brissette was unanimous and the Board recommended after careful review and consultation, and in accordance with the policy in place for naming facilities, to instruct President Maloney to approve and work with appropriate parties to name the floor in the new Wellness Center Competition Gym after John P. Brissette
- The Board further instructed President Maloney to reach out to Mr. Brissette with this offer and to work with him and WSU staff in planning the event to officially name this facility
- The Board also requested that this naming event take place during the Athletic Hall of Fame Banquet if it is at all possible.

PRESIDENT'S REPORT

- President Maloney thanked the members of the Board who attended the interviews for the Dean of Humanities and Social Sciences

President's Update

- President Maloney noted that the *President's Update* is in a new format and will focus on the various goals of our Strategic Plan
- It is the hope that the new format will promote a better understanding of progress being made toward achieving strategic goals

- This month's focus is on the goal: Promote financial strength and organizational stability

Five Years of Leadership and Progress: 2011-2016

- A hardcopy of this document was distributed to the Board – will be shared with other Boards and friends of WSU
- Document provides an opportunity to reflect on the many accomplishments achieved during the first five years of President Maloney's tenure

Clery Report Update

- The Clery Act began when Congress enacted the *Crime Awareness and Campus Security Act of 1990* in honor of Jeanne Clery, a Lehigh University student who was raped and murdered in her dorm room
- The original Act established the 1st of many amendments concerning campus safety to the *Higher Education Act*
- Since that time more regulations and additional amendments have been added for institutions to report crimes and public them annually
- In 1998, the Act was renamed the *Jeanne Clery Disclosure of Campus Security Policy and Campus Crime Statistics* or in abbreviated form, *The Clery Report*
- Each year all postsecondary institutions must disclose crime statistics by October 1st for the previous three calendar years
- Within the categories, each institution must breakdown the statistics into four geographic locations: On-campus and On-Campus Housing, Non-Campus and public property
- To accomplish this, the University Police review and sort all reported incidents through their data system as well as collaborate with Title IX, Student Conduct, and local police department
- A copy of the report is available by contacting the WSU Police Department or at the University Police website: <http://www.worcester.edu/University-Police>

APPOINTMENT OF INTERIM DEAN OF HUMANITIES AND SOCIAL SCIENCES

Upon a motion by Trustee Hammond and seconded by Trustee Blais, it was unanimously

VOTED: to appoint Dr. Raynold M. Lewis to the position of Interim Dean for the School of Humanities and Social Sciences, based upon the terms described in his letter of appointment dated October 6, 2016.

FINANCE AND FACILITIES COMMITTEE REPORT

Trustee Blais, Chair of Finance & Facilities Committee, invited VP Kathy Eichelroth to join the group and to provide a brief summary of the FY 2016 Audit Report and the impact of the pension obligation as required by the Government Accounting Standard Bulletin #68.

- A final report of the Audit was not available to include in the posting of materials prior to the F & F Committee meeting

- A revised *Draft* (10-18-16) was distributed at the meeting with the pension related figures and a final document will be produced once approved and adopted by the full Board
- The audit firm provided a clean opinion and there were no findings
- The assets of Worcester State University exceeded its liabilities at the close of the most recent fiscal year by \$104,279,191 (net position). Of this amount, \$13,592,318 is classified as unrestricted net assets. The figure is down from FY 2016 due to the draw of \$9,500,000 of reserve funds as an equity contribution to the construction of the Wellness Center that occurred in September of 2015, in addition to the required GASB 68 accrual of pension expense of \$2,764,131
- The University's total unrestricted net position decreased by \$10,511,960 with a total change in net position of \$24,407,611. Operational items that influenced the total change in net position includes income before other revenues, expenses, gains, or losses of (\$1,630,916), in addition to the capital appropriations of \$23,038,527 to fund Wellness Center Construction. The net loss prior to capital appropriations is directly attributable to the Commonwealth of Massachusetts pension obligation accrual required by GASB 68
- All plans, including any studies for the May Street property, will be shared with the Finance & Facilities Committee
- The University's viability ratio, calculated as expendable net position divided by long term debt is 1 : .71 and 1 : 1.05 respectively, as of June 30, 2016, and June 30, 2015
- The viability ratio measures the availability of expendable net position to cover debt as of the balance sheet date
- A ratio of 1:1 or greater indicates an institution has sufficient expendable net position to satisfy its debt
- The University anticipated a significant downturn in its viability ratio in FY 2016 in anticipation of transferring \$9.5M to DCAM in September of 2016 in accordance with the financing plan for the Wellness Center
- During the coming year a plan will be put in place to restore reserves and improve the University's operational ratios

Upon a motion by Trustee Hammond and seconded by Trustee Nichols, it was

VOTED: to accept the recommendation of the Finance & Facilities Committee and approve the FY 2016 Audit Report and to authorize the submission of the final document as required.

EMERGENCY REPAIRS – 535 CHANDLER STREET

- VP Eichelroth submitted a memorandum dated October 5, 2016 describing the emergency repairs that were required at the President's residence located at 535 Chandler Street
- It was noted for members of the F&F Committee that the Worcester State Foundation is the owner of the property and there is an MOU that requires the University to provide all upkeep and repairs

- The situation with the electrical system was deemed a safety hazard requiring emergency action
- The cost of repairs was \$12, 781.44 and vendor invoices were submitted with the memorandum of October 5th

Upon a motion by Trustee Steele and seconded by Trustee Fazzone, it was unanimously

VOTED: to accept the recommendation of the F & F Committee and approve the completed emergency repairs at 535 Chandler Street in the amount of \$12,781.44 as described in the memorandum of October 5, 2016 from VP Eichelroth and in accordance with the terms described in the MOU between the Worcester State Foundation and the University.

OTHER BUSINESS

- President Maloney discuss the possibility of a Board Retreat in early January
- Chair of the Board is looking at possible January 9th beginning at noon and ending with a full Board meeting
- An official vote to change the date of the meeting will take place in November if needed
- A DRAFT agenda will be circulated for review and input regarding ideas to be discussed
- Retreat is to review pertinent information to the Board and no deliberations or action will be taken by the Board
- President Maloney also briefly reported on the fire in the Student Center last Friday evening
- It was located on the third floor in the facilities used by Chartwells to prepare food for various events
- By accident, a sterno was not fully turned off and a nearby box ignited
- Approximately \$250,000 worth of damage to the area – mostly ceiling repairs
- With no insurance, University is liable for repairs
- The Chair of the Board reminded members that during the next couple of weeks a letter seeking your support will be sent and it would be great if the Board continued to reach a 100% donation goal

Upon motion by Trustee Blais and seconded by Trustee Fazzone, it was unanimously

VOTED: to adjourn the meeting at 7:45 p.m.

Respectfully submitted,

Judith A. St. Amand
Assistant Secretary

President's Update

November 2016

President's Message



Academic excellence and innovation, one of our strategic plan's goals, can be measured in several ways, many of which are outlined in this issue of the **Update**. For example, over the past five years, we have invested in hiring new faculty with terminal degrees and filling vacancies, while growing our full-

time faculty by nearly ten percent.

Providing an excellent education extends beyond the classroom. As compared with students enrolled in elite private colleges, many of our students have limited experiences with the world beyond Massachusetts. An "excellent" education should ensure that these students become confident actors on the world stage, and we have actively pursued this goal. From 2010 to 2014, the number of students who have "studied away" has increased by 160 percent.

It takes considerable work to establish viable, robust partnerships with institutions around the world. In September, two students, Trustee Maryanne Hammond, Dean of the School of Health, Education and Natural Sciences Linda Larrivee, Biology Department Chair Steven Oliver, Carl Herrin, and I traveled to Ireland and Northern Ireland to forge new ties and build upon some established ones. We met with the President of University College Cork and are looking to a new affiliation agreement soon. After our visit, our existing partnership with Letterkenny Institute of Technology (LYIT) soon will offer students new STEM options through their science department. While some of us were in Letterkenny, others were in Derry and three other Northern Ireland communities, forging a new partnership with Ulster University. That prospective exchange agreement likely will focus on STEM fields (including health-related subjects) and an Irish Ethnic Studies summer program.

Trustees will hear a presentation on the visit and its outcomes at the November meeting. It is important that we continue to grow our connections with colleges and universities around the world, to ensure that a Worcester State education is truly "world" class.



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PRESIDENT'S OFFICE

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Strategic Initiative #1: Academic Program and Excellence

Enhance the undergraduate academic program and expand graduate programs in a community of learning that promotes academic excellence and innovation.

More clearly articulate the purpose of WSU's general education program and promote greater cohesiveness within the Liberal Arts and Sciences Curriculum (LASC).

Action Item (Enrollment Management)

Improve recruitment materials, website, and catalog presentation of LASC (Liberal Arts and Sciences Curriculum) using catalogue management software.

Measurements for Success

Implementation of the catalogue management software has begun and will conclude in FY 2017. When done, more informative and aesthetically pleasing webpages will better promote the Liberal Arts and Sciences Curriculum.

In Collaboration with Academic Affairs, Enrollment Management



Strengthen the process of collecting, sharing, and using data to create a culture of assessment and learn from assessment feedback to improve the student experience.

Action Item #1 (Enrollment Management)

Utilize information about Worcester State graduates to shape recruitment and yield activities for new students.

Measurements for Success

Develop methods for collecting post-graduation student data (careers, income, etc.) to shape recruitment and yield-to-enrollment.

In Collaboration with Student Affairs, University Advancement

Action Item #2 (Student Affairs)

Increase the number of undergraduate students who complete the American College Health Association Assessment by 50%.

Measurements for Success

Worcester State will gain a greater understanding of its students' wellness behaviors, which can assist in a unified approach to program planning and services.

In Collaboration with Academic Affairs



Build the infrastructure to support growth in graduate offerings and enrollments.

Action Item #1 (Administration and Finance)

Implementation of Elevate, a product to create user-friendly processes for enrolling in and paying for continuing education offerings.

Measurements for Success

Implement Elevate and create a baseline for future benchmarking. This new system also provides for measuring financial success of programs and offers transparency about enrollment and program cost.

In Collaboration with Academic Affairs

Action Item #2 (Academic Affairs)

Develop new graduate programs to meet the needs of local populations and to leverage emerging economic and workplace trends.

Measurements for Success

The Business and Economics Department has developed a new marketing concentration in their graduate program. This concentration has enrolled its first cohort and is expected to grow during the next three years. Urban Studies is proposing two new graduate programs for Fall 2017: Masters in Public Administration & Policy (MPAP); and Masters in Public Management (MPM). These programs will provide greater access to management level positions for under-served populations.

Action Item #3 (Academic Affairs)

Established thirty-five Graduate Assistantships for Academic Year 2016 – 2107.

Measurements for Success

Provide graduate students meaningful engagement with campus in research and service provision.

In Collaboration with Administration and Finance



Place greater emphasis on research and strengthen the research infrastructure to support the creative and scholarly pursuits of WSU faculty.

Action Item (Academic Affairs)

Provide opportunities for faculty and students to engage in collaborative scholarly research.

Measurements for Success

Continued growth in research opportunities for students with faculty. Communication Sciences and Disorders students collaborated with Nursing and Occupational Therapy students and faculty, leading to five publications and a series of student presentations.

In Collaboration with University Advancement

Develop and offer distinctive programs that emphasize community impact, service learning, creativity, and environmental stewardship.

Action Item #1 (Academic Affairs)

Develop strong internship opportunities that enable students to engage with the community and provide real-world professional experience in their disciplines.

Measurements for Success

Increased number of student internship placements. For example, the Communications Department has over thirty years of successful student internship placement with non-profits, businesses, and educational institutions. Grade-based assessment and portfolio development, faculty mentors, and organizational sponsors ensure that students obtain the skills necessary for professional development and employment.

In Collaboration with Student Affairs

Action Item #2 (Academic Affairs)

Develop flexible program options for degree completion.

Measurements for Success

Development of flexible programs to meet student need and which address marketplace trends. For example, the Liberal Studies major was established to enable students to develop individualized programs of study to meet their specific interests. This past academic year, the major's first six students graduated.

In Collaboration with Enrollment Management

Develop and offer innovative, integrative academic programming that supports and advances a model of transformative change in students.

Action Item (Academic Affairs)

Provide students with study abroad and study away opportunities to enhance their education and broaden their experience.

Measurements for Success

Increased opportunities for study abroad and study away opportunities. For example, the Department of Business Administration and Economics has a strong international exchange relationship with the Czech University of Life Sciences in Prague, Czech Republic, with three Worcester State students currently studying in Prague.



Encourage more interdisciplinary and cross-departmental collaboration in teaching and research.

Action Item #1 (Academic Affairs)

Develop interdisciplinary programs to leverage existing academic resources and expand learning opportunities for students.

Measurements for Success

Development of sustainable interdisciplinary academic programs. For example, the Criminal Justice Department collaborated with the Biology, Psychology, and Chemistry Departments to create an interdisciplinary Forensic Science Minor. This minor is expected to be offered in Fall 2017. A minor in Psychobiology is under development by the Departments of Biology and Psychology.

Action Item #2 (Academic Affairs)

Develop teaching models to promote more integrated learning.

Measurement of Success

Implementation of co-teaching models in first-year and senior capstone course offerings. The Department of Psychology, for instance, has developed a first-year seminar titled "Self in Society," which culminates in a field trip to the United Nations for students to experience textbook theories in real-life situations.

Action Item #3 (University Advancement)

Build partnerships with Worcester State alumni to establish more opportunities for interdisciplinary teaching.

Measurement of Success

Increased number of sustainable long-term alumni partnerships. For example, the Alumni Office partnered with the Occupational Therapy Department on an event honoring retiring professor Jackie Brennan and professor emeritus Margaret Hart. OT faculty collected names and locations from alumni of the program for student practicum placement. Alumni also were asked about their interest in teaching courses.

In Collaboration with Academic Affairs



Make stronger connections between students' classroom learning and experiential learning achieved through extra- and co-curricular programming.

Action Item #1 (Student Affairs)

Collaborate with HC 338: Peer Education Training to expand student Peer Health Educators group.

Measurements for Success

Development of research-based, impactful health programming on a consistent basis from a peer-to-peer model.

In Collaboration with Academic Affairs

Action Item #2 (Student Affairs)

Collaborate with Celebration of Scholarship and Creativity by bringing employers to offer Reverse Career Fair.

Measurements for Success

Students will gain valuable interview and career networking opportunities.

In Collaboration with Academic Affairs

Action Item #3 (University Advancement)

Solicit outside funding to support innovative academic programming.

Measurements for Success

Annual assessment of program growth and success. For example, Worcester State alumnus, Imoigele "Imo" Aisiku '91, M.D., committed \$1 million to support the University's Center for STEM Research and Education. The Center will enhance student learning and faculty development in the STEM fields through facilitating interdisciplinary faculty and student research, faculty training, and workforce preparation programming. Assessment will begin this academic year, with the STEM center reporting at the conclusion of 2016-2017.

In Collaboration with Academic Affairs



September 2016 WSU Presidential Trip to Ireland Itinerary

Final itinerary as executed.

Friday, Sept. 23

7:15 p.m. Dep. Boston Logan [Maloney, Herrin, Morillo, Orlando]

Saturday, Sept. 24

6:15 a.m. Arr. Shannon Airport (SNN) [Maloney, Herrin, Morillo, Orlando]

6:00 p.m. Dep. Boston Logan [Hammond, Larrivee, Oliver]

Sunday, Sept. 25

5:05 a.m. Arr. Dublin Airport [Hammond, Larrivee, Oliver]

12:00 noon Cork: Touring and informal time with Colman Quain, College Manager, College of Business and Law and WSU alumnus, Liam Moynihan
[Maloney, Herrin, Morillo, Orlando]

Evening Get-together with Liam Moynihan & family [Maloney, Herrin, Morillo, Orlando]

Monday, Sept. 26

[Meetings for Hammond, Larrivee, Oliver at LYIT; summarized separately.]

8:30 a.m. Mtg with Dr. Michael B. Murphy, President, University College Cork and Colman Quain [Maloney, Herrin, Morillo, Orlando]
Mtg in President's Office, the Quad, University College Cork

9:15 a.m. Board Room, International Office, Roseleigh, Western Road, Cork
Dr. Edward Shinnick, Chair, North America Regional Working Group; Ms. Marita Foster, Deputy Director, International Office; Colman Quain, College Manager, College of Business and Law

11:30 a.m. Dep. Cork by car [Route via Tullamore & Sligo]

6:30 p.m. Arr. Letterkenny

8:00 p.m. Dinner hosted by Donegal County Council

Tuesday, Sept. 27

- 10:45 a.m. Mtg w/ Minister of State for the Diaspora and International Development Joe McHugh [Maloney only]
Bio: <https://www.irishaid.ie/about-us/joe-mchugh/>
Department of Foreign Affairs and Trade
Radisson Blu Hotel, Letterkenny
- 12:00 noon Lunch Meeting with Jill Murphy, IPO, LYTT [Herrin only]
- Dinner On our own

Wednesday, Sept. 28

- 10:00 a.m. Tour of Ulster University, Magee Campus, Derry
- 12:30 p.m. Lunch with City of Derry and Strabane District Council & Ulster University Representatives
Browns Restaurant
- 2:00 p.m. Mtgs at Ulster University, Magee Campus with Dr. Malachy O'Neill, Head of School, School of Irish Language and Literature
- 7:00 p.m. Dinner at Ulster University hosted by Vice Chancellor Prof. Paddy Nixon, Bishop's Gate
Dinner guests include WSU alumnus Keith Swerklick, Derry and Strabane District Council

Thursday, Sept. 29

[Meetings in Jordanstown & Belfast for Larrivee, Oliver w/ Morillo, Orlando.]

- 8:30 a.m. Breakfast meeting w/ LYTT President Paul Hannigan [Maloney, Herrin, Hammond]
Radisson Blu Hotel
- 10:30 a.m. Dep. for Belfast
- 1:00 p.m. Mtg w/ Caoimhe Archibald [Maloney, Herrin, Hammond]
Bio: <http://www.sinnfein.ie/caoimhe-archibald>
Stormont, Northern Ireland Assembly Building
Belfast
- Afternoon Free time
- Dinner Belfast [Full Party]

Evening Dep. Belfast for Dublin

Friday, Sept. 30

Touring activities in Dublin [Hammond, Oliver, Morillo, Orlando]

- 10:00 a.m. Mtg w/ Carol Nolan [Maloney, Larrivee]
Bio: <http://www.sinnfein.ie/carol-nolan>
Dail Eireann (Irish Parliament)
Leinster House
- 12:30 p.m. Mtg w/ Fulbright Commission Executive Director Dara Fitzgerald [Maloney,
Larrivee, Herrin]
Brooklawn House
Crampton Avenue
Shelbourne Road
Ballsbridge
- 1:30 p.m. Mtg w/ Jen McAndrew [Maloney, Larrivee, Herrin]
Deputy Director of Public Affairs Section, U.S. Embassy [not the main location]
87/89 Pembroke Road
Ballsbridge
- 2:45 p.m. Mtg w/ ministerial staff of Department of Foreign Affairs and Trade [Maloney,
Herrin, Morillo, Orlando]
80 St. Stephen's Green
Dublin
- 6:30 p.m. Dinner seating for 8:30 show, Celtic Nights [Full party]

Saturday, Oct. 1

- 9:40 a.m. Dep. Dublin for France [Herrin only]
- 11:50 a.m. Dep. Dublin [Maloney, Morillo, Orlando, Hammond, Larrivee, Oliver]
- 1:45 p.m. Arr. Boston Logan [Maloney, Morillo, Orlando, Hammond, Larrivee, Oliver]

Ver. final

October 2016 Herrin Travel Itinerary – Post-Ireland

Itinerary is proposed as follows (and is subject to change):

Saturday, Oct. 1

9:40 a.m. Dep. Dublin

12:25 p.m. Arr. Paris (Charles De Gaulle)

Sunday, Oct. 2 & Monday, Oct. 3

[Personal time]

Tuesday, Oct. 4

2:30 p.m. Mgts @ Sciences Po Saint-Germain-en-Laye with Catherine Marshall, Director of International Relations and Bianca Rutherford Iglesias, Head of International Relations
Building D, 3rd floor, office 309
5, rue Pasteur
Saint Germain en Laye

Discussion and visit of campus.

4:30 p.m. Coffee break and visit of Saint Germain en Laye city center.

Wednesday, Oct. 5

1:05 p.m. Dep. Paris (Charles De Gaulle)

1:50 p.m. Arr. Dublin

4:20 p.m. Dep. Dublin

6:15 p.m. Arr. Boston Logan

Monday September 26, 2016
 Letterkenny

Joanne Gallagher, head of Biology (SO and LL)	Discussed mapping curriculum, short and long term student exchange/trips, faculty lecture exchange.	Steven Oliver and Linda Larrivee will present information to Bio dept faculty. Steven and Linda will follow up with Joanne via Skype conversations and email re curriculum. Steven and Linda will meet with Katey Palumbo regarding student possibilities.
Louise McBride, head of Nursing (LL)	Discussed March 2017 visit WSU Nursing students with Stephanie to Letterkenny. Optimum number is 6 students but they can handle 8. Suggested that students arrive in Dublin on 3/16 to experience 3/17 in Dublin. Travel to Letterkenny on 3/19.	Stephanie Chalupka and Linda Larrivee will follow up with Louise. Need to work with Katey Palumbo and begin recruiting students now.
XXX, head of computer sciences	While SO and MH took a tour of the Co-Lab, LL met with head of computer sciences. Discussion of bringing computer science students here or ours there was highlighted with possibility of paid internships in summer	Discussion needed with Barry and Worc. CC?
Jill Murphy, International Education Manager, and John Andy Bonar, Head of Development	International programs	(note that the concept of business department was raised again)

WSU Supplemental Itinerary Details
Academic/Departmental Visits
Visit to Ireland, September 2016

Page 2 of 4

Tuesday September 27, 2016
Coleraine

Allison Gallagher		
Dr. LeRoy Downey, Biomedical Sciences	SO toured facilities	
Timothy Brundle, director of research and innovation	General discussion of possible relationships.	
(Dr. Diane Lees- Murdock, Lecturer in biomedical sciences)	(Did not meet in person but through email. She has expressed an interest in a reciprocal short study tour with biology students)	SO and LL need to follow up. Begin with video chat.

Wednesday September 28, 2016
Derry
(see Carl's notes)

Thursday September 29, 2016
Jordanstown and Belfast

Suzanne Hewitt, international department	Met in Jordanstown. Took us on tour of athletic facilities. Took us on tour of Belfast campus (art department only and very briefly)	

Shauna McKeown, head of international business support	Sat in on all meetings.	
Professor Ian Montgomery, Pro-Vice-Chancellor Global Engagement	Greeted and expressed his confidence in a relationship with WSU	
Dr. Patricia McClure, Associate Head of School of Health Sciences	Provided information on the OT department. Possibility of short term and long term OT student or faculty exchange/trips.	LL will discuss with Joanne Gallagher (WSU OT chair). Arrange a meeting through email. Map curriculum, etc. Problem: UG is entry level degree in UK. Much clinical at UG level in UK. Short term trips may be best bet
Dr. XXX	Provided information on the SLT department. Possibility of short term and long term CSD student or faculty exchange/trips.	LL will discuss with Susanna Meyer (WSU CSD chair). Arrange a meeting through email. Map curriculum, etc. Problem: UG is entry level degree in UK. Much clinical at UG level in UK. Short term trips may be best bet
Dr. Adrian Moore, Head of Environmental Sciences	Provided information on the Environmental Studies program. Lively discussion of their program and its possible relation to bio, chem, and EEP at WSU	SO will examine their curriculum. LL and SO will meet with chairs of chem and EEP to provide an overview (pps on jump drive). Continued conversation on video chat. Seems like a positive match.

Dr. Jennifer Hamilton, School of Criminology, Politics, and Social Engagement	Provided information on this program. Four of their students attended.	This is a social justice program. (note that Letterkenny's similarly named program seems to be more related to pre-law whereas this one is not as clear). Direction?
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WORCESTER
STATE
UNIVERSITY

Internationalization & WSU: Ireland Travel Summary

WSU Presidential Delegation Trip
Plus University Visit in France

Ireland, Sept. 24 – Oct. 1, 2016



Purpose of WSU International Travel



Build relations to
engage
University with
the world

Expand options
for students

Promote WSU
abroad

Connect with
alumni

Worcester State University

Travel Itinerary / Visits & Meetings

- Cork / University College Cork
 - President & students
- Letterkenny / LYIT
 - Full delegation
- Derry, Coleraine, Jordanstown, Belfast / Ulster University
 - Full delegation (parallel meetings)
- Dublin
 - Selected governmental meetings
- France: Saint-Germain-en-Laye / Sciences-Po
 - Assistant to the President



WSU Delegation Members

- President Barry Maloney
- Trustee Maryanne Hammond
- Students Emely Morillo & Daniel Orlando
- Dean Linda Larrivee, School of Education, Health & Natural Sciences
- Professor Steven Oliver, Chair, Biology
- Assistant to the President Carl Herrin

Cork / University College Cork



Elite Irish
University in a
youthful city

Ideal option
for affiliation /
fee-based
study abroad
site

Meeting set-up
by alumnus

Letterkenny / Donegal

- Already-established exchange agreement, Letterkenny Institute of Technology (LYIT)
 - Nursing students exchanged
- Promising options in sciences
 - Biology & computer science
- Social sciences/humanities also an option
- Well-grounded connections to administrators & faculty in-place



Derry and Northern Ireland



Have an MOU
with UU &
looking for
exchanges

4 primary
campuses
across
Northern
Ireland

Irish studies
plus sciences &
health

Delegation at Ulster's Magee Campus



Faculty, Administration, Students



Trustee Participation



WSU Delegation at Foreign Ministry



Dublin

- Meetings at U.S. Embassy & Fulbright Commission
- Meeting at Foreign Affairs and Trade Ministry
 - Followed up an earlier meeting with FA Minister in Letterkenny
- Meeting with Parliament member
 - Followed up a similar meeting in Belfast at Northern Ireland Assembly
- Cultural activities
 - City tour
 - Celtic evening meal & music

Alumni



Alumni



WSU alumni in
Ireland

Liam Moynihan
in Cork

Keith
Swerdlick in
Derry

Visit to Saint-Germain-en-Laye



Potential Paris-area study site

Associated with French IEPs

Exchanges an option; academic instruction in English

Next Steps / Time Line

- Expand exchanges with LYIT via course mapping *
- Develop exchanges with UU / Create Irish studies option
- Enter an affiliation agreement with UCC *
- Explore exchange relationship with Saint-Germaine-en-Laye *
- Pursue Fulbright and related opportunities for faculty mobility
- Promote opportunities for study abroad in Ireland, France & beyond *
 - * *Underway now; next steps on UU and Fulbright this year*



WORCESTER
STATE
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President's Office
Phone: 508-929-8020
Fax: 508-929-8191
Email: bmalooney@worcester.edu

October 27, 2016

Dr. Russ Pottle
56 Butler Street, Apt. 1
Kingston, PA 18704

Dear Dr. Pottle,

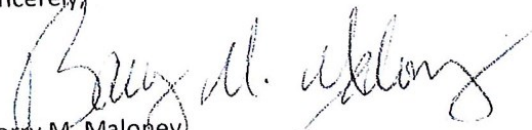
I am pleased to offer you the position of Dean for the School of Humanities and Social Sciences, effective January 17, 2017 at an annual salary of \$138,000.00, which equates to \$5,307.69 bi-weekly. This offer is contingent upon approval by the Board of Trustees, and I will submit my recommendation to them at the next board meeting on November 15, 2016.

This is a fully benefited, exempt, non-unit professional position, with the terms and conditions of your appointment governed by the Massachusetts Department of Higher Education, as well as all applicable state and federal laws. You will report directly to the Provost and be held to the standards of the university, Board of Trustees and the Massachusetts Department of Higher Education. You will serve in this position at the pleasure of the President and the Board of Trustees.

Ms. Suze Jean-Charles, Benefits Administrator, will reach out to you to discuss benefits including health insurance, dental insurance, retirement plan options, paid time off, flexible spending, etc., prior to your start date. She will arrange a one-on-one orientation that is amenable to your schedule. If you have any questions in the meantime, please do not hesitate to contact her at 508-929-8054 or sjeancharles@worcester.edu.

I have no doubt that you will be an asset to the School of Humanities and Social Sciences, and look forward to having you join our team. Please indicate your acceptance of this offer by signing below and scanning a copy to Human Resources within 3 business days.

Sincerely,



Barry M. Maloney
President

I accept the offer of appointment as Dean of the School of Humanities and Social Sciences and agree to the terms as stated above.



Dr. Russ Pottle

10.27.2016
Date

Cc: Susan L. Moore, Director of Human Resources
Cc: Dr. Lois A. Wims, Provost

486 Chandler Street • Worcester, Massachusetts 01602-2597 • 508-929-8000 • www.worcester.edu



WORCESTER
S T A T E
UNIVERSITY

TO: President Barry Maloney
FROM: Lois A. Wims, Provost and VPAA
RE: Appointment of Dean of Humanities and Social Sciences
DATE: October 25, 2016

We have concluded the search process for Dean of Humanities and Social Sciences. Three finalists visited campus during the first two weeks of October and met with campus constituencies including faculty, trustees, students and staff. Feedback surveys from each respondent were shared with the search committee members and the Provost. I am grateful to the search committee for their efforts over these last months to bring such qualified finalists to campus.

I highly recommend Dr. Russ Pottle to you as the candidate most suited to the position and request that his name be placed before the Board of Trustees at their November meeting. The search committee called out Dr. Pottle's breadth of experience as a dean, his communication style and his 'overall understanding of the complexities of the position.' Others noted his articulate and astute emphasis on the importance of the liberal arts in higher education. Dr. Pottle is active with the Council of Colleges of Arts and Sciences and has extensive experience in accreditation with both NEASC and the Southern Association of Colleges and Schools. He has served as a Dean since 2000 in three institutions and also brings experience in admissions. His curriculum vitae is attached.

APPROVED
OCT 26 2016
BARRY M. MALONEY
PRESIDENT

Russ Pottle

College of Arts and Sciences
Misericordia University
Dallas, PA 18612

Education

Ph.D., English. (1997) Louisiana State University. Baton Rouge, Louisiana.
Fields: American Literature, Comparative Literature, Literary Theory
Dissertation: *"God keep me from ever completing anything": Problems of Writing and Identity in Four American Narratives*. Director: Bainard Cowan
M.A., English. (1986) Southeastern Louisiana University. Hammond, Louisiana.
Fields: American Literature, British Literature, Comparative Literature
B.A., English. (1980) Southeastern Louisiana University. Hammond, Louisiana.
Honors: *Cum laude* graduate; Phi Kappa Phi membership

University and College Administration

Misericordia University (2010-present)
Dallas, Pennsylvania
Dean of the College of Arts and Sciences

Misericordia University is a regionally accredited Catholic institution offering programs at the baccalaureate, master's, post-master's, and doctoral levels. Programs offered by the College of Arts and Sciences include undergraduate majors in biochemistry; biology; chemistry; clinical laboratory science; computer science; English literature; government, law, and national security; history; mathematics; mathematics/computer science (combined major); medical and health humanities; psychology; and philosophy. The College of Arts and Sciences also oversees the university's Honors Program and the Pauly Friedman Art Gallery, located on the university's campus. (Prior to a reorganization of academic colleges effective summer 2016, the college held a graduate program in physician assistant studies and undergraduate majors in communications; information technology; and medical science.)

The Dean reports to the Vice President for Academic Affairs. Responsibilities for the position include administering educational programs and budgets (\$5.1 million) in the College of Arts and Sciences; raising the university research profile of educational programs and faculty; overseeing hiring, supervision, and evaluation of faculty, administrators, and staff; and fostering development of new programs and initiatives within the College of Arts and Sciences and across the colleges of the university.

Accomplishments include:

- Inaugurating graduate education in the College of Arts and Sciences
- Overseeing development of new academic programming, including interdisciplinary curricula
- Coordinating fundraising initiatives within the College, including nearly \$2 million in planned giving to support humanities programming and positions
- Directing production of initial design concept report for improved science facility
- Structuring academic appointment for university's first endowed chairs
- Designing summer research fellowship program in natural sciences and humanities
- Conducting major academic reorganization of the college
- Supporting migration to electronic submission of faculty materials for reappointment, tenure, and promotion
- Managing strategic planning process for academic departments
- Developing academic program assessment plans
- Serving as steering committee member and principal writer and editor for self-study required by Middle States Commission on Higher Education

Regis College (2008-2010)

Weston, Massachusetts

Founding Dean of the School of Arts and Sciences (2008-09) and the School of Liberal Arts, Education, and Social Sciences (2010)

Regis College is a regionally accredited Catholic institution offering programs at the baccalaureate, master's, post-master's and doctoral levels. Programs offered by the School of Arts and Sciences (July 2008- December 2009) and by the School of Liberal Arts, Education, and Social Sciences (January 2010-June 2010) include undergraduate majors in biology; biochemistry; chemistry; communication and public relations; computer science; early childhood, elementary, and secondary education; English literature; history; human-computer interaction; information systems; international relations; law and government; liberal studies; management and leadership; mathematics; political science; psychology; sociology; Spanish; and theatre. Graduate programs include Leadership and Organizational Change; Organizational and Professional Communication; Public Administration; and the Master of Arts in Teaching Interdisciplinary Studies, in Teaching Special Education, and in Teaching with Reading Certification. Post-baccalaureate certificates include Public Policymaking; Non-Profit Administration; and Communication for Health Care Professionals.

The Dean reports to the President. Responsibilities for the position include administering undergraduate and graduate programs and budgets (\$3.2 million) in the School of Arts and Sciences (later the School of Liberal Arts, Education, and Social Sciences); assessing educational and institutional effectiveness within arts and sciences programs and the college's core curriculum; overseeing hiring, supervision, and evaluation of faculty and administrators; and fostering development of new programs and initiatives within the

School of Arts and Sciences (later the School of Liberal Arts, Education, and Social Sciences) and across the institution.

Accomplishments include:

- Directing strategic planning and curriculum development for two School configurations, including expansion of experiential and multi-disciplinary learning in undergraduate majors to increase enrollment and raise institutional profile
- Consolidating undergraduate and graduate programs after data-driven review to maximize instructional and enrollment efficiencies
- Defining learning outcomes and designing assessment programs for bachelor's and master's degree programs
- Advising development, redesign, and marketing of graduate and professional programs
- Managing organizational change in departments and programs during whole-college reorganization
- Guiding revision of college-wide general education program, including creation of portfolio-based assessment of student success in undergraduate degree programs
- Seeking funding for innovative program initiatives across academic disciplines.
- Negotiating transfer agreements and partnerships with post-secondary and secondary institutions
- Contributing to follow-up and Five Year Interim reports required by Commission on Institutions of Higher Education of the New England Association of Colleges and Schools

Saint Joseph Seminary College (2000-08)

Saint Benedict, Louisiana

Academic Dean

Saint Joseph Seminary College is a regionally accredited Catholic liberal arts institution awarding baccalaureate degrees based in philosophy and offering adult continuing education programs in Catholic religious studies. The Academic Dean reports to the President. Responsibilities for the position include developing and administering academic programs and budgets (\$750,00) in three divisions of arts and sciences disciplines; assessing educational and institutional effectiveness; hiring, supervising, and evaluating faculty and administrators; initiating and maintaining partnerships with area institutions and study abroad programs; overseeing library, registrar's office, and distance learning programs.

Accomplishments include:

- Managing major curriculum revisions in main campus and distance learning programs; negotiating curricular, co-curricular, and study abroad partnerships with neighboring institutions
- Developing and piloting portfolio-based assessment of student success in undergraduate degree programs

- Facilitating strategic planning and creating institutional effectiveness measures for degree programs and administrative units
- Improving process of faculty evaluation; increasing number of full-time faculty and number of faculty with terminal degrees; improving faculty salaries
- Serving as liaison for board of trustees committees and outside advisory councils
- Principal editor and writer for regional accreditation self-study and follow-up reports for Commission on Colleges of the Southern Association of Colleges and Schools

Saint Joseph Seminary College (2000-08)

Saint Benedict, Louisiana

Director of Admissions

The Director of Admissions' responsibilities include developing and overseeing policies and processes for admissions; maintenance of student records; directing registration.

Accomplishments include:

- Refining admissions process for students with international educational credit.
- Facilitating institutional approval into Student and Exchange Visitor Information Service (SEVIS)
- Maintaining SEVIS documentation and database as institution's Primary Designated Service Officer (PDSO)
- Restructuring advising, pre-registration, and registration formats

Lander College (now Lander University) (1988)

Greenwood, South Carolina

Assistant Director, Lander College Writing Project

The Writing Project at Lander College promoted use of writing as a cross-disciplinary learning activity in higher education and in primary and secondary schools. The Assistant Director's responsibilities included organizing and recruiting faculty for summer institute; scheduling and evaluating learning activities for institute faculty.

Accomplishments include:

- Presenting workshop on writing conference theory and practice to K-12 and higher education faculty
- Assisting in evaluating participants of a six-week summer Writing Project institute

Public, Private, and Higher Education Planning, Evaluation, and Consulting

Council of Colleges of Arts and Sciences (2014-present)

College of William and Mary, Williamsburg, VA

The Council of Colleges of Arts and Sciences (CCAS), a national association of baccalaureate degree-granting colleges of arts and sciences, sustains the arts and sciences as a leading influence in American higher education. The Council serves as a forum for the exchange of ideas and information among deans of arts and sciences representing the member colleges and as a representative of the liberal arts and sciences at a national policy-making level.

Strategic Planning Participant (2015)

Participation in CCAS' strategic planning process is by invitation of the Council's president, and focuses on priorities including new services and projects beneficial to CCAS members.

Member, Standing Committee on Liberal Arts Institutions (2014-present)

The Standing Committee on Liberal Arts Institutions organizes panels for the CCAS annual meeting.

Commission on Institutions of Higher Education of the New England Association of Schools and Colleges (2016, 2015, 2011)

Bedford, Massachusetts

Comprehensive Evaluation Team Member; Focused Report Evaluation Team Member

The Commission on Institutions of Higher Education (CIHE) carries out the regional accrediting process for higher education in the northeastern United States, as part of the New England Association of Schools and Colleges. Comprehensive evaluation team members' responsibilities include investigating and evaluating institutional compliance with accrediting requirements, writing portions of the team's report on institutional compliance with accrediting requirements, and editing and approving the final team report. Focused report team members' responsibilities include investigating and evaluating institutional progress on issues identified previously by CIHE.

Northeast Pennsylvania Biomedical Research Implementation Committee (2012-present)

Wilkes-Barre, PA

Steering Committee Member

The Biomedical Research Implementation Committee (BRIC) supports biomedical and other scientific research by providing funding and other resources that foster meaningful collaboration among Northeast Pennsylvania area colleges and universities.

Middle States Commission on Higher Education (2012)

Philadelphia, Pennsylvania

Evaluation Team Member

The Commission on Higher Education carries out the regional accrediting process for higher education in the mid-Atlantic region of the United States. Evaluation team members' responsibilities include investigating and evaluating institutional compliance with accrediting requirements, writing portions of the team's report on institutional compliance with accrediting requirements, and editing and approving the final team report.

Northeast Pennsylvania Biomedical Research Institute Feasibility Consortium (2010-12)

Wilkes-Barre, PA

Steering Committee Member

Coordinated by the Greater Wilkes-Barre Chamber of Business and Industry, the Feasibility Consortium gathers area business and industry concerns together with colleges and universities to identify assets in life sciences research programs in Northeast Pennsylvania and potential for pooling commercial and educational resources in a workable business plan for developing a regional biomedical research institute.

North Cambridge Catholic High School (2009)

Cambridge, MA

Jobs Committee, Corporate Work Study Program

The Corporate Work Study Program is a non-profit organization that helps make private, college preparatory education affordable for young people from economically challenged areas. Members of the Jobs Committee establish employee leasing and job sharing partnerships between businesses or non-profit organizations and North Cambridge Catholic High School (NCCHS). These partnerships provide NCCHS with funds to defray the costs of student attendance, and they provide businesses and non-profit organizations with a nationally proven and innovative method for outsourcing full-time entry level clerical jobs.

Notre Dame Seminary and Graduate School of Theology (2007-08)

New Orleans, LA

Consulting Member for Strategic Planning, Academic Resources and Programs Committee

In preparation for reaffirmation of accreditation for the Association of Theological Schools and the Commission on Colleges of the Southern Association of Colleges and Schools, the Academic Resources and Programs Committee advises on multi-year strategic planning for graduate programs in theology.

Louisiana Endowment for the Humanities (2007, 2001-05)

State of Louisiana

Program Evaluator

The Louisiana Endowment for the Humanities (LEH) funds humanities programs throughout the state, in addition to regranting federal funds. Programs are selected through open competition. Program evaluators rate individual programs and scholars in a written form, responding to LEH criteria.

Accomplishments include:

- Providing evaluation to LEH grant staff for programs on Louisiana literature and film, Louisiana filmmakers, and film representations of Louisiana culture
- Supporting continued funding of LEH film programs for rural areas

Our Lady of Holy Cross College (2006)

New Orleans, LA

Consultant for Quality Enhancement Plan

The Quality Enhancement Plan (QEP) is an integral component of the reaffirmation of accreditation process for colleges and universities accredited by the Commission on Colleges of the Southern Association of Colleges and Schools (COC/SACS). Consultants advise institutional QEP committees on plan feasibility and design.

Accomplishments include:

- Evaluating preliminary QEP design according to COC/SACS criteria for emphasis, scope, and implementation
- Presenting QEP orientation to institutional committee composed of faculty, staff, and administration

Commission on Colleges of the Southern Association of Colleges and Schools (2006, 2001)

Decatur, Georgia

Reaffirmation Team Member

The Commission on Colleges carries out the regional accrediting process for higher education in the southern United States, as part of the Southern Association of Colleges and Schools (COC/SACS). Reaffirmation team members' responsibilities include investigating and evaluating institutional compliance with accrediting requirements, writing portions of the team's report on institutional compliance with accrediting requirements, and editing and approving the final team report.

Organizational Administration

Literature and Madness Section, Popular Culture Association (2010-present)

Michigan State University

Area Chair, 2011-present (Interim Area Chair, 2010)

The Literature and Madness Section of the Popular Culture Association organizes panels that address intersections of the broad terms “literature” and “madness” for the annual meetings of the Popular Culture Association/American Culture Association.

International Society for Travel Writing (2009-present)

Nottingham-Trent University

Vice President and Membership Officer, 2009-present

The International Society for Travel Writing fosters the work of scholars, critics, and practitioners of travel writing through conferences, conference sessions, informal meetings, and electronic media. Membership in the ISTW includes subscription to *Studies in Travel Writing*, a peer-reviewed journal published by Taylor and Francis.

Accomplishments include:

- Managing nearly 200 percent increase in membership between 2010 and 2012
- Creating workflow system for membership and journal subscription lists
- Advising program and site development for Society’s 2010 and 2012 biennial international conferences
- Organizing and chairing panel sessions on behalf of the Society at national and international literary conferences

Roberta McClain Scholarship Foundation (2003-08)

Mandeville, Louisiana

Founding Member of the Board of Directors

The Roberta McClain Scholarship Foundation provides support to qualified area high school graduates who wish to pursue post-secondary education in the culinary arts.

Accomplishments include:

- Drafting and approving bylaws and foundation membership policies
- Participating in establishing foundation as 501(c)(3) non-profit organization
- Participating in planning for fundraising activities

Society for American Travel Writing (2000-13)

Member Society, American Literature Association

Board of Advisors, 2007-13; President, 2005-07, 2001-03; Vice President, 2003-04, 2000-01

The Society for American Travel Writing fosters interest and scholarship in travel writing by American authors or about America by hosting panels at professional conferences.

Accomplishments include:

- Organizing panel sessions for national and international literary conferences
- Chairing society business meetings
- Overseeing nomination and election process for society officers
- Drafting and implementing constitution and bylaws and membership policies
- Coordinating joint projects with other literary and travel writing societies

Administrative Presentations and Publications (most recent listed; full list available upon request)

- “The Future of Education.” (With Fred Croop, Misericordia University, and Glenn Tellis, Misericordia University.) Misericordia University Business Department Brown Bag Luncheon Series. Misericordia University. 26 February 2014
- “Learning and Success Begins with the Liberal Arts.” Op-Ed published online and in print by *Education News*, the *Northeast Pennsylvania Business Weekly*, the *Patriot News* of Harrisburg, PA, and other media outlets. November 2013-January 2014
- “Creating and Managing Interdisciplinary Programs.” (With Lynn McKinney, University of Rhode Island.) New England Resource Center for Higher Education Dean’s Think Tank. Graduate College of Education. University of Massachusetts Boston. University of Massachusetts Collaborative Services Center. 5 November 2010
- “Faculty Governance Structures: Obstacles, Opportunities, and Lessons Learned.” (With Tim Mann, Eduventures, Inc.) 2010 Academic Leadership Collaborative Annual Member Meeting. Eduventures, Inc. Seaport Hotel. Boston, MA. 8 June 2010
- “Innovations in General Education Redesign Collaborative Report: Case Study Analysis.” (Panelist) Academic Learning Leadership Collaborative. Eduventures, Inc. Webinar. 30 March 2010

Administrative Professional Development

- Council of Colleges of Arts and Sciences 50th Annual Meeting. Washington Hilton. Washington, DC. 4-7 November 2015
- Council for Support and Advancement of Education (CASE) Development for Deans and Academic Leaders. Naples Grande. Naples, FL. 11-13 February 2015
- Council of Colleges of Arts and Sciences 49th Annual Meeting. San Antonio Marriott Rivercenter. San Antonio, TX. 5-8 November 2014
- Presiding, “First Contact: Establishing Relationships with New International Partners.” Council of College of Arts and Sciences 49th Annual Meeting. San Antonio Marriott Rivercenter. San Antonio, TX. 5-8 November 2014
- Case Study Writer. Council of College of Arts and Sciences 49th Annual Meeting. San Antonio Marriott Rivercenter. San Antonio, TX. 5-8 November 2014
- Council of Colleges of Arts and Sciences 48th Annual Meeting. Hyatt Regency Riverside. Jacksonville, FL. 6-10 November 2013
- “FERPA: What You Need to Know.” Karen Schultz, University Registrar, Pennsylvania State University. Misericordia University. Dallas, PA. 12 January 2012

Workshop for Team Chairs and Evaluators. Middle State Commission on Higher Education. Doubletree Hotel. Philadelphia, PA. 3-4 October 2011

Fall 2011 Workshop for Evaluators. New England Association of Schools and Colleges. Hilton Garden Inn. Springfield, MA. 28 September 2011

“Legal Liability Supervisor Training.” Office of Human Resources. Misericordia University. Dallas, PA. 11 April 2011

Council of Colleges of Arts and Sciences 45th Annual Meeting. Sheraton New Orleans. New Orleans, LA. 10-13 November 2010

2010 PAEA Annual Education Forum. Physician Assistant Education Association. Baltimore Marriott Waterfront. Baltimore, MD. 20-24 October 2010

“College and University Science Facilities 2010.” Tradeline, Inc. Seaport Hotel. Boston, MA. 18-19 October 2010

Deans Think Tank. New England Resource Center for Higher Education. Graduate College of Education. University of Massachusetts Boston. 2008-10

Academic Leadership Learning Collaborative 2010 Annual Member Meeting. Eduventures, Inc. The Seaport Hotel. Boston, MA. 7-8 June 2010

“Getting to the Core: New Standards for Readiness and Success.” Annual College Ready New England Conference. New England Board of Higher Education. Crowne Plaza Hotel. Worcester, MA. 7 December 2009

Annual Meeting and Conference of the New England Association of Colleges and Schools (workshops and concurrent sessions sponsored by the Commission on Institutions of Higher Education). Fairmont Hotel. Boston, MA. 2008-09

Academic Leadership Learning Collaborative 2009 Annual Member Meeting. Eduventures, Inc. Back Bay Hotel. Boston, MA. 22-23 October 2009

Institute for Administrators in Catholic Higher Education. Lynch School of Education Center for Catholic Education. Boston College. Newton, MA. 13-17 July 2009

Invitational Forum: “Liberal Education and America’s Promise: College Learning for the New Global Century.” Association of American Colleges and Universities. Providence, RI. 6 November 2008

New England Resource Center for Higher Education Virtual Think Tank: Systemic Change Related to Underserved Student Populations. 5 November 2008

Commission on Institutions of Higher Education, New England Association of Colleges and Schools Self-Study Workshop. Southbridge, MA. 16-17 October 2008

Annual Meeting of the Southern Association of Colleges and Schools (including workshops and concurrent sessions sponsored by the Commission on Colleges). [Various locations.] 2000-07

Selected University and College Service

University Strategic Plan Steering Committee. Misericordia University. 2015-present

Steering Committee, Middle States Commission on Higher Education Self-Study. Misericordia University. 2011-2012

University Leadership Council (formerly Cabinet). Misericordia University. 2010-present

University Dean’s Council. Misericordia University. 2010-present

University Strategic Plan Co-Manager (Faculty Excellence and 21st Century Curriculum). 2010-15

Institutional Representative to University Definition Committee. Misericordia University Board of Trustees. 2010-present

Academic Program Review Committee. Misericordia University. 2010-present

Academic Policies Committee. Misericordia University. 2010-present

Facilities Planning Committee. Misericordia University. 2010-present

Chair, School of Liberal Arts, Education, and Social Sciences Strategic Planning Initiative. Regis College. 2010

College Academic Affairs Committee. Regis College. 2009-10

Joint Executive Committee for Lawrence Memorial Hospital/Regis College Associate's in Science Programs. Regis College 2009-10

Assessment Committee. Regis College. 2009-10

Chair, School of Arts and Sciences Strategic Planning Initiative. Regis College. 2008-10

Graduate Program Directors Committee. Regis College. 2008-10

Personnel Policies and Finance Committee (*ex officio*). Regis College. 2008-10

Curriculum and Academic Policies Committee (*ex officio*). Regis College. 2008-10

Institutional Representative to Academic Affairs Committee and Enrollment, Marketing, and Student Life Committees. Regis College Board of Trustees. 2008-10

Chair, Core Curriculum Workgroup. Regis College. 2008-10

Institutional Representative to Academic Committee. Saint Joseph Seminary College Board of Trustees. 2003-08

Administrative Council. Saint Joseph Seminary College. 2000-08

Planning and Assessment Committee. Saint Joseph Seminary College. 2000-08

Chair, Faculty Council. Saint Joseph Seminary College. 2000-08

Chair, Academic Affairs Committee. Saint Joseph Seminary College. 2000-08

Steering Committee and Principal Writer/Editor, Institutional Self-Study prepared for the Commission on Colleges of the Southern Association of Colleges and Schools. Saint Joseph Seminary College. 2000-04

Chair, Institutional Self-Study Committee on Faculty. Saint Joseph Seminary College. 2001-03

Institutional Self-Study Committee on Institutional Effectiveness. Saint Joseph Seminary College. 2001-2003

Joint Committee for Integrating Information Literacy Into Freshman Composition. Southeastern Louisiana University. 1999-2000

Freshman Writing Committee. Southeastern Louisiana University. 1998-2000

Gender Studies Committee. Southeastern Louisiana University, 1998-99

Writing Across the Curriculum Committee. Lander College (now Lander University). 1988-89

Administrative Grants and Awards

Principal investigator (with Larry Pellegrini, Director of Government, Corporate, and Foundation Relations) for capital grant (\$120,000) for renovation/construction of a patient assessment laboratory to support Master of Science in Physician Assis-

tant Studies degree program. Funding provided by George I. Alden Trust, 2011-12.

Principal investigator and head administrator for grant (\$15,000) for English as a Second Language Summer Institute. Funding provided by The Koch Foundation, 2006.

Administrative oversight of grant (\$5,000) for *Fides et Ratio* Lecture Series. Funding provided by The Sister Fund, 2005. Principal investigator: Kathryn Rombs, Ph.D.

Final administrative oversight for state and institutional grant funding (\$34,543 total) for "Enhancing Programs and Library Services through a Retrospective Conversion of Rouquette Library." State funding provided by The Louisiana Board of Regents, 1999-2001. Principal investigator: George Dansker, M.L.S.

Administrative Affiliations

Council of Colleges of Arts and Sciences
American Conference of Academic Deans

University and College Faculty Positions

Teaching and Research Interests: American and Comparative Literatures, Travel Writing Studies, Literary Theory, Film and Cultural Studies, Rhetoric and Composition

Saint Joseph Seminary College (1999-2008)

Saint Benedict, Louisiana

Senior Professor of Literature (full-time faculty position 2000-08; named Abbot David Melancon Endowed Professor, 2007-08; part-time faculty position 1999-2000)

Southeastern Louisiana University (1998-2000)

Hammond, Louisiana

Instructor of English (full-time faculty position)

Saint Joseph Seminary College (1995-99)

Saint Benedict, Louisiana

Junior Professor of Literature and English (part-time faculty position)

Southeastern Louisiana University (1994-97)

Hammond, Louisiana

Lecturer in English (part-time faculty position)

Louisiana State University (1989-94)

Baton Rouge, Louisiana

Graduate Teaching Assistant

Lander College (now Lander University) (1987-89)

Greenwood, South Carolina

Visiting Assistant Professor of English (full-time faculty position)

Southeastern Louisiana University (1984-86; 1980-81)

Hammond, Louisiana

Graduate Teaching Assistant/Graduate Assistant, Student Publications

Courses Taught Among All Institutions:

American Literature

Early Modern Literature

Western Medieval Literature (in translation)

World Literature (in translation)

Classical Epic Literature (in translation)

Shakespeare

British Literature

University Writing Seminar (Travel Literature)

Freshman Composition

Developmental English

Print Publications

“Allegories of Travel and Tourism in ‘Hills Like White Elephants.’” *Hemingway’s Spain: Imagining the Spanish World*. Eds. Carl Eby and Mark Cirino. Kent: Kent State UP, 2016.

“Gangrene, Shock, and Suicide in ‘Indian Camp.’” *The Hemingway Review* 35.1 (Fall 2015): 35-52.

“Travel.” *Ernest Hemingway in Context*. Eds. Suzanne del Gizzo and Debra Modellmog. Cambridge: Cambridge UP, 2013.

“Key West As Carnival: Hemingway and the Commodification of Celebrity.” *Key West Hemingway: A Reassessment*. Eds. Gail D. Sinclair and Kirk Curnutt. Gainesville: UP of Florida, 2009.

“Firebrand and the Cat: The Impossibility of Closure and William Byrd’s *Histories of the Dividing Line*.” *The Traveling and Writing Self*. Eds. Marguerite Helmers and Tilar Mazzeo. Newcastle: Cambridge Scholars, 2007.

“Foreword.” *Travel Writing*. Ed. James Poynter. Denver: Leromi, 2006.

“Annotations to *The Holt Handbook*, 5th ed., Annotated Instructor’s Edition.” (With Richard Louth and Jeffrey Wiemelt, Southeastern Louisiana University) Laurie G. Kirsznier and Stephen R. Mandell. Fort Worth: Harcourt Brace, 1999.

Acts of Discovery: A Reader and Brief Rhetoric, 2nd ed. (Contributing Editor) Fort Worth: Harcourt Brace, 1998.

“The Monkey Before the Whale: ‘Signifyin(g)’ and Melville’s *Mardi*.” *Journal of Narrative Technique* 23.3 (Fall 1993): 136-153.

On-Line Publications

Companion Website for *The Allyn and Bacon Guide to Writing*, 2nd ed. (With Dan Butcher, University of Alabama, Birmingham) John D. Ramage and John C. Bean.

Needham: Allyn and Bacon, 1999. <http://cw.abacon.com/bookbind/-pubbooks/ramage_ab/>. Site launched in 2000.
 Companion Website for *Acts of Discovery: A Reader and Brief Rhetoric*, 2nd ed. (Contributing Editor) <<http://www.selu.edu/Academics/English/Acts/>>. Site launched in 1998.

Book Reviews

Invited rev. of *New Directions in Travel Writing Studies*, eds. Julia Kuehn and Paul Smethurst. *Transfers: International Journal of Mobility Studies* [6.2 (Summer 2016): forthcoming].
 Invited rev. of *Bewildered Travel: The Sacred Quest for Confusion*, by Frederick J. Ruf. *Studies in Travel Writing* 13.1 (February 2009): 93-94.

Invited Lectures and Presentations

“Selected Readings from *Across the River and Into the Trees*.” PEN/Hemingway Fund-raiser. 16th Biennial Conference of the Ernest Hemingway Society. Venice, Italy. 22-27 June 2014
 Respondent. “Industrializing Travel: Travel (Writing) Technologies.” The Henry Adams Society. 21st Annual Conference of the American Literature Association. San Francisco, CA. 27-30 May 2010
 Program Introductions. “Meet the Orchestra” (Works by Grieg, Mascari, and Prokofiev). Boston Civic Symphony. Regis College Casey Theatre. Weston, MA. 18 October 2009
 “‘Science’ and ‘Religion’: Further Observations and Reflections.” Southeastern Louisiana University Interdisciplinary Science and Religion Study Group. Funded by Metanexus Institute, Philadelphia, PA. Southeastern Louisiana University. Hammond, LA. 20 October 2005
 “‘Science’ and ‘Religion’: Observations and Definitions.” Southeastern Louisiana University Interdisciplinary Science and Religion Study Group. Funded by Metanexus Institute, Philadelphia, PA. Southeastern Louisiana University. Hammond, LA. 7 April 2005

Scholarly Presentations (most recent listed; full list available upon request)

A Better Source for Harry’s Gangrene: Medical Literature and ‘The Snows of Kilimanjaro.’ [accepted for the 17th Biennial Conference of the Ernest Hemingway Society. Oak Park, IL. 17-22 July 2016]
 “Why Even Rebuild There? Travel Writing and Sustainability in Post-Katrina New Orleans.” International Society for Travel Writing. 86th Annual Convention of the South Atlantic Modern Language Association. Atlanta, GA. 7-9 November 2014
 “Battlefield Echoes from World War I in Ernest Hemingway’s ‘Indian Camp.’” “World War I: Dissent, Activism, and Transformation.” Georgian Court University and the Peace History Society. Lakewood, NJ. 17-18 October 2014

- "Gangrene and White Medicine in 'Indian Camp.'" 16th Biennial Conference of the Ernest Hemingway Society. Venice, Italy. 22-27 June 2014
- "(Dis)Comforts: Travel Writing in Post-Katrina New Orleans." Society for American Travel Writing. 24th Annual Conference of the American Literature Association. Boston, MA. 23-26 May 2013

Conference and Panel Activities (most recent listed; full list available upon request)

- Chair, "Seeds and Fruits of Adventure." " [scheduled for the 17th Biennial Conference of the Ernest Hemingway Society. Oak Park, IL. 17-22 July 2016]
- Organizer and Area Chair. "Literature and Madness." 46th Annual Conference of the Popular Culture Association. Seattle, WA. 22-25 March 2016
- Organizer and Area Chair. "Literature and Madness." [two sessions] 45th Annual Conference of the Popular Culture Association. New Orleans, LA. 1-4 April 2015
- Organizer and Chair, "Southern Travel Writing and Sustainability." International Society for Travel Writing. 86th Annual Convention of the South Atlantic Modern Language Association. Atlanta, GA. 7-9 November 2014
- Chair, "Female Writers/Poets and World War I." "World War I: Dissent, Activism, and Transformation." Georgian Court University and the Peace History Society. Lakewood, NJ. 17-18 October 2014

Scholarly and Teaching Grants and Awards

- Principal investigator for Kaneb Faculty Scholars Grant (\$4,350) for "*In Extremis Locus: Jake Barnes and the Carrera de San J ronimo*," a research presentation for the 14th Hemingway Society Biennial Conference in Lausanne, Switzerland. Funding provided by the Kaneb Faculty Scholars Development Fund at Regis College, 2009-10
- Saint Joseph Seminary College Louisiana Board of Regents Endowed Professorship Program Recipient. Abbot David Melancon Endowed Professor, 2007-08

Editorial and Journal Positions

- Editorial Advisory Board Member (2015-20). *The Hemingway Review*. The University of Idaho/The Ernest Hemingway Foundation. Moscow, ID
- Referee (2014-present). *The Hemingway Review*. The University of Idaho/The Ernest Hemingway Foundation. Moscow, ID
- Referee, Literature and Culture Section (2007-12). *Journal of Transatlantic Studies*. Institute for Transatlantic, European, and American Studies. University of Dundee. Nethergate, Dundee, Scotland
- Submissions Reader (1989-91). *Henry James Review*. Louisiana State University. Baton Rouge, LA
- Editor. *New Voices: Lander College's Journal of Contemporary Prose*, vols. 2 and 3 (1988-89). Lander College (now Lander University). Greenwood, SC

Book Proposal and Manuscript Reviews

Ethics on the Move: Travel Writing in Theory and Practice. Routledge. December 2007
Devout Climes: The Romance of the Holy Land in American Travel Writing. Ashgate.
February 2006, November 2004
Travel Writing. Leromi. December 2005
Making Connections: Readings across the Disciplines. Harcourt Brace. August 2000

Community Service Presentations (most recent listed; full list available upon request)

“Workplace Policy [six sessions].” North Cambridge Catholic High School All-School Orientation. Cambridge, MA. 24-25 August 2009
“A Short Engagement: Character Development in Nick Hornby’s *About a Boy*.” Saint Tammany Parish Library Dogeared Readers Book Club Series. Covington, LA. 20 February 2008
“Bayou Sauvage? Cajuns and Romanticism in Tim Gautreaux’s *The Next Step in the Dance*.” Saint Tammany Parish Library Dogeared Readers Book Club Series. Covington, LA. 21 March 2007
“*Contrapasso* in Cambridge: Literary Background for Matthew Pearl’s *The Dante Club*.” Saint Tammany Parish Library Dogeared Readers Book Club Series. Covington, LA. 18 October 2006
“Why Guernica? Family Politics and Violence in *The Glass Menagerie*.” Saint Tammany Library Literature Summer Reading Series. Covington, LA. 20 July 2005

Scholarly Affiliations

The Ernest Hemingway Society and Foundation
International Society for Travel Writing (Vice President)
Popular Culture Association (Area Chair)
South Atlantic Modern Language Association