

## Tara L. Lyons

Illinois State University  
Campus Box 4240, Normal, IL 61790  
[tlyons@ilstu.edu](mailto:tlyons@ilstu.edu) 309-438-7176

### Academic Positions

Illinois State University, Associate Professor, English Literature, Fall 2017 – Present  
Illinois State University, Assistant Professor, English Literature, 2014 – 2017  
University of Massachusetts-Dartmouth, Assistant Professor, English Literature, 2011 – 2014  
Illinois Valley Community College, Full-Time Instructor, English Literature, 2004- 2006

### Education

Ph.D., English, University of Illinois at Urbana-Champaign, August 2011  
*Dissertation:* “English Printed Drama in Collection Before Jonson and Shakespeare”  
B.A., English and Rhetoric, University of Illinois at Urbana-Champaign, 2002  
*Minor in Women's Studies, Supporting Coursework in Latina/Latino Studies*  
*Summa Cum Laude*, High Distinction in English, Bronze Tablet Honoree  
A.A., Associates of Arts, Illinois Valley Community College, 2000

### Publications

- “Shakespeare and Seneca in Print: Collections, Authorship, Collaboration, and Pedagogies of Play-reading.” *Memoria di Shakespeare: A Journal of Shakespeare Studies* 10 (2023): 1-42.
- “‘Baggage Bookes’ and the Shakespeare First Folio: Towards A Critical Historiography of the Book.” *Shakespeare Quarterly*, 74.1 (2023): 387-385
- “‘A Gifte of good Moment’: A New History of the Stationers’ Agreement with the Bodleian Library, 1610 to 1616.” *The Oxford Handbook of the History of the Book in Early Modern England*. Ed. Adam Smyth. Oxford: Oxford University Press, 2023, 427-445.
- “Library Records and the Stationers of London: The Bodleian *Daybook* (1613 to 1620).” *Textual Cultures* 16.1 (Spring 2023): 142-207.
- “Reading a Lost Book: Ben Jonson’s *Epigrammes* (c.1612) and Disposable Authorship.” *English Literary Renaissance* 53.1 (2023): 1-34.
- “New Evidence for Ben Jonson’s *Epigrammes* (ca. 1612) in Bodleian Library Records.” *Papers of the Bibliographical Society of America* 113.3 (2020): 343-364.
- “Richard Jones, *Tamburlaine the Great*, and the Making (and Re-making) of a Serial Play Collection in the 1590s.” *Christopher Marlowe: Theatrical Commerce and the Book Trade*. Eds. Kirk Melnikoff and Roslyn Knutson. Cambridge: Cambridge University Press, 2018, 149-164.
- “Publishers of English Drama, 1580 -1640.” *A New Companion to Renaissance Drama*. Eds. Arthur F. Kinney and Thomas Warren Hopper. 2nd edition. Oxford: Wiley-Blackwell, 2017, 560-575.
- “Shakespeare in Print before the Folio.” *Cambridge Companion to the First Folio*. Ed. Emma Smith. Cambridge: Cambridge University Press, 2016, 1-17.
- “Prayer Books and Illicit Female Desires on the Early Modern Stage.” *Gender Matters: Discourses of Violence and Gender in Early Modern Literature and the Arts*. Ed. Mara Wade. Amsterdam: Rodopi Press, 2013, 211-231.
- “Serials, Spinoffs, and Histories: Selling ‘Shakespeare’ in Collection before the First Folio.” *Philological Quarterly* 91.2 (2012): 185-220.
- “Male Birth Fantasies and Maternal Monarchs: The Queen’s Men and *The Troublesome Raigne of King John*.” *Locating the Queen’s Men, 1583-1603*. Eds. Helen Ostovich, Holger Schott Syme, and Andrew Griffin. Aldershot, England: Ashgate Press, 2009. 183-197.

### Accepted and In Production

- “Folio and Format: Supersizing Shakespeare.” *The Four Shakespeare Folios, 1623-2023*. Ed. Samuel V. Lemley. Carnegie Mellon University Libraries and the Penn State University Press. (5800 words). Forthcoming in late-2023.
- “Collections: Shakespeare, W.W. Greg, and the *Bibliography of English Printed Drama*.” *Oxford Handbook of Shakespeare and Authorship*. Eds. Rory Loughnane and Will Sharpe. Oxford University Press. (8,048 words). Forthcoming, 2025.

### Textual Editions

- “The Library of the Countess of Kent (née Lady Elizabeth Talbot).” *Private Libraries of Renaissance England: A Collection and Catalogue of Tudor and Early Stuart Book-Lists*. PLRE 299. Vol. 10. Gen. Eds. R. J. Fehrenbach & Joseph L. Black (Arizona Center for Medieval and Renaissance Studies, 2020), 325-361.

Hester Pulter, “Of Night and Morning” Amplified Edition with Headnote and Curations. *The Pulter Project: Poet in the Making* (Digital Edition). General Editors Leah Knight and Wendy Wall. \*The Pulter Project was awarded Best Project in Digital Scholarship from the Society for the Study of Early Modern Women and Gender. October 2019.

<http://pulterproject.northwestern.edu/poems/ae/of-night-and-morning/>

### Digital Projects

*Shakespeare in Sheets*. <https://about.illinoisstate.edu/shakespeareinsheets>

This open-access digital resource recreates Shakespeare quartos in printable and foldable sheets of paper, just as they were issued from the printing presses in early modern England. The Shakespeare in Sheets editions are designed by the talented students in English Studies at Illinois State University.

*Early Modern Female Book Ownership* (EMFBO) <https://earlymodernfemalebookownership.wordpress.com>  
Collaborative blog featuring posts on books owned by women between 1500 and 1750.

\* Project won Honorable Mention for 2020 Digital Scholarship, New Media, and Art Award by the Society for the Student of Early Modern Women and Gender.

- Co-authored with Sarah Lindenbaum, “John Dryden, Satires of Juvenal and Persius (1693).” August 2020. <https://buff.ly/3aQcapn>
- ““Elizabeth Grey, the Countess of Kent: Early Reader of Giovanni Thommaso Minadoi, *Historia della guerra fra Turchhi et Persiani* (Venice, 1594).” September 9, 2019. <http://ow.ly/qiJB50w2J4d>
- Mary Wood: Early Reader of Francis Beaumont and John Fletcher, *A King and No King* (1631) and George Gascoigne’s *Hundreth Sundry Flowres* [1573].” August 5, 2019. <http://ow.ly/kEcU50vnUE4>
- “Early Female Readers of Sir Hugh Plat’s *Delights for Ladies* (1617) and *Closet for Ladies* (1618).” April 15, 2019. <https://buff.ly/2KFt2po>

### In Progress

Monograph, “Collected Plays: English Printed Drama and the Materiality of a Genre. Expected completion 2024.

Textual Edition: William Shakespeare and Christopher Marlowe, “The First Part of the Contention” and “Henry the Sixth Part 2,” for *Oxford Complete Works of Christopher Marlowe*. General Eds. Rory Loughnane and Catherine Richardson. Oxford University Press. Expected completion 2026.

### Academic Honors and Awards

Rare Book School, Bibliographical Society of America Fellowship, 2018-19. Supports tuition and travel to complete one course, “English Bookbinding” taught by David Pearson at the University of Virginia Rare Book School. Summer 2018.

Sassoon Visiting Fellowship 2017-18, Bodleian Library. Supports four weeks of research at the Bodleian Library, University of Oxford, June 2018.

International Studies Grant. Illinois State University. Supported research in London, Oxford, Wittenberg. Summer 2018.

Digital Humanities Summer Institute Scholarship, “Large Project Management.” University of Victoria, June 2016.

Pre-Tenure Faculty Initiative Grant. Illinois State University. Supported three weeks of research at the Bodleian Library, University of Oxford, May 2016.

New Faculty Initiative Grant. Illinois State University. Supported two weeks of research at the National Library of Scotland, University of Edinburgh, and St. Andrews University. June 2015.

Andrew W. Mellon Fellowship, “Introduction to Paleography: Spring Intensive Skills Course.” Folger Shakespeare Library, May 2015.

Honorable Mention, J. Leeds Barroll Dissertation Prize, Shakespeare Association of America, 2012.

Nominee for National Endowment for the Humanities (NEH) Summer Stipend, Spring 2012. One of two faculty members at UMass-Dartmouth nominated to apply

Nina Baym Dissertation Completion Fellowship, University of Illinois, August 2009 - July 2010

Graduate College Dissertation Travel Grant, University of Illinois, August 2009. For one-month travel to special collections libraries in Oxford, Cambridge, and London

Huntington Library Fellowship (Francis Bacon Foundation), San Marino, California, October 2009. For one month of research in residence.

### Scholarly Conferences and Presentations

#### Keynote

“Early Modern Collections and the Authorial Straightjacket,” Northern Plains Conference on Early British Literature, University of South Dakota April 21-23, 2022.

#### Invited Talks

“Collected Plays: Bundles and the Making of Literary Drama,” Medieval and Renaissance Seminar at the University of Leeds, UK, Nov. 29, 2023. Online. 40 minute talk.

“Baggage Bookes” and the Shakespeare First Folio.” 400 Years of the Shakespeare First Folio: Separating Fact from Fiction Symposium. Ohio State University. October 27, 2023. 25 minute talk.

“Shakespeare old’: The Price of Sequestered Shakespeare.” Yale University First Folio Symposium. Sponsored by the Yale English Department and the Elizabethan Club. September 29, 2023.

“A New History of Deposit: ‘Gifts; from London Stationers to the Bodleian Library, 1610-1616.” Medieval and Early Modern Studies Newcastle/Stationers’ Company Seminar Series. Online. February 23, 2022.

“Finding English Playbooks in the Early-Seventeenth Century Institutional Library.” Warburg Institute’s History of Libraries Seminar. London. Online. October 5, 2021.

- “Unpacking Bodley’s Baggage Books.” Medieval and Early Modern Studies Seminar. University of Kent, Canterbury, England. Online, March 2021.
- “Ben Jonson’s *Epigram[m]es* (1612): New Evidence from Bodleian Library Records.” The Other First Folio: Ben Jonson Colloquium. St. Louis University, St. Louis, MO, December 2018.
- “The First English Playbooks in the Bodleian Library.” Centre for the Study of the Book. Bodleian Library, Oxford, UK, July 2018.
- “How and Why Plays Were Collected in Early Modern Libraries.” Shakespeare, the Book Symposium, Trinity University, San Antonio, TX, October 2016.
- “The Dangers of Commonplacings: Reading Seneca in the English Drama Collection.” Society of Textual Studies. Seattle, WA, March 2014.
- “Collecting ‘Shakespeare’ before the Folio.” Harvard Humanities Center’s Shakespeare Seminar Series. Cambridge, Massachusetts, October 2013.
- “Rewriting a History of the English Play Collection: Serials, Part-Plays, and *Tamburlaine* (1590).” International Marlowe Conference. Mary Baldwin College and American Shakespeare Center. Staunton, VA, June 2013.
- “Whereby she caught her shame: Norton’s *Treatises*, Mary Queen of Scots, and *The Tragedy for Ferrex and Porrex* (1570).” Harvard Humanities Center’s Women and Culture in the Early Modern World Seminar Series. Cambridge, Massachusetts, February 2013.

### Conference Presentations and Seminars

- “Hazlitt’s Roll of Honor: Towards a Feminist Historiography of the Book,” Renaissance Society of America Conference. San Juan, Puerto Rico, March 2023.
- Seminar Co-Leader with Sarah Lindenbaum and Martine van Elk, “New Directions in the Study of Early ‘Modern Female Book Ownership.” Shakespeare Association of America Conference. Jacksonville, Florida, March 2022.
- “Reading ‘Collected Marlowe’ in Early Modern England.” Shakespeare Association of America Conference. Asynchronous seminar, March 2020.
- “Accidents, Waste, and Binding Ben Jonson’s *Works* (1616) for the Early Bodleian Library.” Histories, Theories, and Uses of Waste Paper in Early Modern England. Balliol College, Oxford. June 2019.
- “Marlowe’s *1&2 Tamburlaine* and the Troublesome Division of Plays.” International Marlowe Association of America Conference. Wittenberg, Germany, July 2018.
- “The Library of Elizabeth (née Talbot) Grey, the Countess of Kent.” Shakespeare Association of America, Los Angeles, CA, April 2018.
- “Reading the Whole Play Collection: Seneca Beyond the Commonplace.” Bibliography Among the Disciplines, Rare Book School. Philadelphia, PA, October 2017.
- “Plays in Collection: Group Entries in the Stationers’ Register.” Presenter and Panel Co-Organizer. Panel Title: “Shared Archives, New Methods: Book History & Theater History Across Media.” Shakespeare Association of America, Atlanta, April 2017.
- “Reading Plays Holistically in Early Modern England.” Renaissance Society of America, Chicago, IL, March 2017.
- Seminar Co-Leader with Elizabeth Zeman Kolkovich, “Women Making Texts in Early Modern England.” Shakespeare Association of America, Vancouver, British Columbia, April 2015.
- “The Commercial Relationship Between Parts: *Tamburlaine 1&2* in Performance and Print.” Blackfriars Conference, American Shakespeare Center. Staunton, VA, October 2015.
- “Beyond the Professional Playbook: The Market for Printed Drama in Early Modern England.” St. Andrews University Book Conference: Buying and Selling. St Andrews, Scotland, June 2015.
- “Universal Short Title Catalogue Review.” Shakespeare Association of America, St. Louis, MO. April 2014.

## Professional Service

### Public Humanities and Arts Presentations

- “Printing the Shakespeare First Folio.” Illinois Shakespeare Festival, Presentation for Actors performing *The Book of Will*, June 9, 2023.
- “my flesh, my blood”: Family Matters in *King Lear*.” Illinois Shakespeare Festival, Adult Shakespeare Camp, June 28- July 7, 2022 on Tuesdays, Wednesdays, and Thursdays, 7-8:15pm. Cancelled due to Low Enrollments.
- “*Shakespeare in Love* and Collaboration.” Alumni Night at the Illinois Shakespeare Festival. July 2018.
- “Shakespeare: Shakespeare and Lincoln.” Milner Library, July 2018. Awarded Alice and Fannie Fell Grant, with Jeanne Macdonald, Spring 2018 to fund the event.
- “Shakespeare.” Milner Library, July 2017. Awarded Alice and Fannie Fell Grant, with Jeanne Macdonald, Spring 2017 to fund the event.
- “Hamlet before *Hamlet*: Pre-Show Discussion.” Illinois Shakespeare Festival. August 2016.
- “A book? O rare one!”: Shakespeare in Special Collections.” Illinois Shakespeare Festival and Milner Library. July 2016.
- Panel of ISU Professors: “*Richard II* from Three Points of View.” Illinois Shakespeare Festival. August 2015.

## Teaching

### Illinois State University

*Fall 2014 – Present*

#### General Education Courses

- Gender in the Humanities (ENG 128): 1 section Spring 2017
- English Literature and Its Contexts (ENG 110): 2 sections Fall 2014, Spring 2016, Fall 2017, Fall 2019, Spring 2021, Fall 2021; 1 section Fall 2016, Fall 2018

#### Courses for the English Major

- Introduction to English Studies (ENG 100): 1 section Fall 2023
- Early Modern Studies (ENG 214): 1 section Spring 2015, Spring 2019, Spring 2023
- Introduction to Shakespeare (ENG 222): 1 section Fall 2015, Fall 2016, Fall 2017, Fall 2018, Fall 2019, Spring 2021, and Spring 2022
- Selected Figures: Early Modern Women and Revenge (329): 1 section Spring 2019
- Forensic Bibliography and Archival Editing (ENG 355): 1 section Spring 2018, Fall 2018
- Special Topics in Publishing: Shakespeare Textbook Publishing and Digital Editions (ENG 358): 1 section in 2017
- English Senior Seminar (300): 2 sections Spring 2022

#### Graduate Seminars

- Studies in Sixteenth Century British Literature (ENG 414):
- “Publishers of Drama” in Spring 2015
  - “Queering Marlowe and Textual Studies” in Spring 2020
- Studies in Shakespeare (ENG 422):
- “Making Shakespeare” in Fall 2015
  - “Theories of Authorship” Spring 2018
  - “Shakespeare Now: Textual Studies” in Fall 2022

Seminar in Literature and Culture: “What is Literary Studies?” (ENG 560) in Fall 2016

### **English Study Abroad**

Theater and Drama in England (Study Abroad Program), Summer 2017 and 2019

Literatures of Migration in Early Modern England, Summer 2020 [cancelled due to Covid-19]

### **University of Massachusetts-Dartmouth**

*Fall 2011 – Spring 2014*

Introduction to Shakespeare: *General Education Course*

Shakespeare and Adaptation: *General Education Course*

Literary Studies: *Foundation Course for English majors*

Critical Methods: *Foundation Course for English majors*

Renaissance Tragedy: Gender and Print: *Upper-Level Seminar for English Majors*

Shakespeare and Performance: *Upper-Level Course for English Majors*

Literary Criticism and Theory: *Graduate Seminar for Secondary Education Masters' Students*

### **Instructor and Teaching Assistant, University of Illinois Urbana-Champaign**

*Fall 2002 - Spring 2004, Fall 2006 - Spring 2011*

### **English & Writing Center Instructor, Illinois Valley Community College**

*Summer 2004 - Spring 2006*

### **Teaching Conferences and Presentations**

#### **Conferences**

“Shakespeare in Sheets: What’s New in DH?” CILT Intentional Technologies: Reclaiming Our Spaces Conference. Normal, Illinois. January 2020.

“Teaching Shakespeare with Special Collections.” Modern Language Association, Panel. Chicago, Illinois, January 2019.

“Evaluating the Pedagogical Value of Shakespeare Textbooks Amid the Digital Turn.” Shakespeare Association of America, New Orleans, LA, April 2016.

“Digging in *DEEP*: Teaching Shakespeare in Print with the *Database of Early English Playbooks*.” Renaissance Society of America Conference. Washington D.C., March 2012.

#### **Invited Talks and Workshops**

“Cue Scripts: Rehearsing Shakespeare with Original Practices.” Illinois Association of Teachers of Education Conference. Normal, Illinois. October 2017.

“Rehearsing Shakespeare.” Illinois Association of Teachers of Education Southern Conference, Carbondale, Illinois. September 2016.

#### **Guest Lectures and Presentations**

“Teaching Shakespeare.” ISU English Education Workshops. November 2018.

“Theatres in England: Show, Tell, and See for Yourself!” ISU English Studies Symposium. November 2016.

“Shakespeare of the Archive.” ISU Sigma Tau Delta Awards Ceremony. March 2016.

“Academic Job Market.” ISU English Studies Graduate Student Forum. October 2015.

“First Year Faculty Panel.” ISU Graduate School. April 2015.

- “Digital Humanities Presentation.” ISU English Studies Graduate Student Forum. October 2014.
- “Early Modern Drama in Print.” Guest Lecture in Graduate Course on Shakespeare. Northeastern University and Boston Public Library. January 2014.
- “Collaborative Authorship and the Shakespeare Myth.” Guest Lecture in Undergraduate Course on Shakespeare and Media. Assumption College, Worcester, Massachusetts, December 2011.

### Teaching Awards and Grants

Exceptional Teacher of the Year Award, Illinois State University, English Department, 2021.

*Awarded to one associate professor in the English Department each year*

The John A. Dossey Award for Outstanding Teaching, Illinois State University, College of Arts and Science, 2020.

*Highest honor for teaching bestowed upon a tenured faculty member by the College*

Exceptional Teacher of the Year Award, Illinois State University, English Department, 2019.

*Awarded to one associate professor in the English Department each year*

Exceptional Teacher of the Year Award, Illinois State University, English Department, 2017.

*Awarded to one assistance professor in the English Department each year*

Faculty Appreciation Award, Sigma Tau Delta, 2015, 2017, 2019.

*Recognizes English Studies faculty and staff who have made a difference in students' lives*

Alternative Strategies for Teaching: Action Research Project Grant, Fall 2012

*Conducted statistical research on student perceptions of “community” in online and blended literature courses across two semesters; compiled results and presented at Office of Faculty Development post session.*

### Graduate Advising

#### PhD Dissertations and Exams

Committee Member, PhD Dissertation, Serenah Minasian, In progress.

Evaluator, Specialization Exam. Hye Hyon Kim, “The Power of Narratives and Representations of Sex Work in Eighteenth and Nineteenth century English Literature and Journalism.” Spring 2022.

Committee Member, PhD Dissertation. Eric Pitman, “Lydia's Urn: Exploring Trauma, Non-Binary Identity, and Plural Subjectivity via Metamodern Gaming, A Creative Dissertation.” Summer 2022.

Committee Member, PhD Dissertation. Sanam Shahmiri, “The Urgency for a Transnational Feminist Methodology: An Inclusive Analytical Framework for Neocolonialism and Globalization,” Summer 2022.

Chair, English Studies Exam. Phil Spotwood, “Early Modern Literary Shaming: The Besmeared Sodomite,” Spring 2022.

Committee Member, English Studies Exam. David Giovagnoli, Critical Engagement with Digital Archives as a Decolonial Praxis in the Literature Classroom,” Fall 2021.

Chair, English Studies Exam. Eric Pitman, “An Audience of Sorcerers: Shakespeare’s *The Tempest*, Theatre-Dreamspace, and Virtual-Reality.” Spring 2019.

Chair, English Studies Exam. Matthew Schering, “From Codex to Coded: The Digital Textbook Evolution and First-Year Composition.” Fall 2019.

Chair, English Studies Exam. Sanam Shamiri, “Searching for Shahrzad: Paratextual Violence in Burton’s Nights.” Spring 2018.

Chair, English Studies Exam. Mijan Rahman, “Colonial Rhetorical Constraints in Bangladeshi Letter Writing Practices: Implications for Genre Based Critical Writing Pedagogy.” Fall 2017.

#### MA Theses and Exams

Chair, MA Exam, Kaylee Deboe, “Women and Saints in Shakespeare’s History Plays.” In progress.

- Committee Member, MA Thesis, Thelma Trujillo, “The Reading Eye, Ruminating Body, and Regulated Gaze: (Re)Constructing Gender in the Old English *Lives of Saints*.” Spring 2020.
- Committee Member, MA Thesis, Abby Palmisano, “Conceiving a ‘Veneration for Clowns’: Popular Amusement and Social Subversion in the novels of Charles Dickens.” Spring 2019.
- Chair, MA Comprehensive Exam, Julie Navickas, “From Manuscript to Printed Book: the Evolution of Marketing Practices in Early Modern English Literature.” Summer 2018.
- Chair, MA Thesis, Andrea Berns, “The Constructed Readers of Shakespeare Anthologies and Pedagogy Scholarship.” Spring 2018.
- Committee Member, MA Thesis, Taylor Williams, “‘I Awoke One Morning and Found Myself Famous’: Exploring Lord Byron’s Affective Embodied Celebrity.” Spring 2017.
- Committee Member, MA Thesis, Jayna Leipart-Gutierrez, “Virginité and Intellectual Construction: The Function of Virginité Within the Early English Novel.” Spring 2016.

### **Graduate Independent Studies**

- Archival Research at the British Library, Becca Olson, Summer 2019
- Victorian Novel, Hye Hyon Kim and Catelin Turmin, Fall 2019
- Archival Research at the British Library, Colleen Karn, Summer 2017
- Archival Research at the British Library, Rebecca Holdsworth, Summer 2017
- Early Modern Women and Gender, Jayne Leipart Gonzalez, Fall 2015

### **Undergraduate Advising**

#### **Honors Theses**

- Reader, Kate Fortner, Spring 2023
- Committee Member, Brooke Novie, Spring 2022
- Reader, Abigail Byrnside, Spring 2021
- Chair, Emily Patterson, Spring 2021
- Reader, Alanah Ruffin, Spring 2020
- Committee Member, Laura Kimlinger, Spring 2020
- Reader, Rachel Seitz, Spring 2020
- Reader, Alyssa McCauley, Spring 2020
- Reader, Taylor Edwards, 2020.
- Committee Member, Alexa Park, Fall 2018.
- Committee Member, Kara Hamilton, Fall 2017
- Committee Member, Laura Rocco, Spring 2017

#### **Independent Studies and Internships**

- Shakespeare in Sheet Digital Book Creation*
- Katie Blake, Spring and Fall 2020
- Jordan Kee, Spring and Fall 2020
- Carlos Salazar, Spring 2019
- Katie Beste, Spring 2019
- Ricardo King, Fall 2019
- Eleanor Stamer, Fall 2018
- Laura Kimlinger, Fall 2018

- Publishing, Archival Research, and Related Topics*
- Maddie Blackwell, Fall 2016



Sean Humphrey, Spring 2017  
Glen Hopkins, Fall 2017  
Ivana Koledin, Spring 2020  
Sarah Hinrichs, Spring 2015

## Service

### Departmental Service

Faculty Mentor, English Department, Fall 2023

- Answer questions and provide support for a new faculty member in the department
- Offer advice about applying for pre-tenure grants and strategies for earning tenure

Director of Undergraduate Studies, Summer 2022-Present

- Administrative role in the Department of English providing leadership for the undergraduate program, providing support for students, holding office hours, responding to student emergencies, tracking the welfare of undergraduates, creating opportunities for community-building, and supporting undergraduate engagement through social events and research opportunities; keep the Undergraduate List-serve
- Chair of the Undergraduate Studies Committee; assess curriculum, acquire feedback from committee members and other faculty members; institute new curricular changes; move new proposals and revisions to courses/programs through Curriculum Forms; update materials such as handouts on the sequences; IDEAS proposals accepted: ENG 165 & 343
- Welcome new majors; prepare and send welcome packet; prepare orientation sessions; organize “Meet and Greet” event for new students; held skills workshops
- Communicate with and provide assistance to Chair, brainstorming initiatives, gathering feedback from Curriculum Committee and Student Advisory Board
- Assessment: create and disseminate senior survey on Qualtrics; gather information on courses from faculty and students; prepare grant for assessment of Senior Portfolios
- Career Preparation Activities: organized workshop on resumes and job searching strategies with Career Services; organized Zoom Chat with Alumni about Careers for English Majors
- Recruitment: send welcome letter to new admits; acquire welcome letter from current students; help with Festival ISU, Summer Preview, and visits on family weekend; prepare handouts on sequences to assist majors in planning their path through the major;
- Assist students with graduation speech competition; scholarship applications; study abroad applications; conference abstracts and papers
- Advisor for Student Organizations: Sigma Tau Delta, English Studies Association, liaison to the Honors Program and Advisor for Honors in English; English Advisory Board and English Activities Committee

Advisor, Sigma Tau Delta, Spring 2019- Present

- Recruit members through Festival ISU; decorate and organize table and recruitment materials
- Take new Treasurer to Heartland Bank to have their name put on the account
- Order Honors cords and distribute to graduating seniors and graduate students
- Prepare applications for Fall and Spring; review applications and host initiation ceremonies; register new members with the International Sigma Tau Delta organization and add to list-serve
- Help plan social events in Spring and Fall; reserve space and check all contracts and expenses
- Host the English Department Awards ceremony; gather Sigma Tau Delta members’ awards for

faculty; work with the officers to prepare speeches, direct attendees, hand out programs, and arranged the rooms

- Ensure the completion and smooth management of the student journal Polyglossia; prepare and disseminate CFP; collect submissions, gather editorial team, proofread submissions, arrange production team, check proofs, etc.
- Organize the bookstore in 410; advise students on policies and hours; accept donation
  - English Department Awards Ceremony (4/29), 7-9
  - Live Poets Night (4/12), 6-7

Advisor, English Studies Association (ENSTA)

- Attend RSO training each year; check the Constitution and help students make required RSO and assess policies
- Take treasurer to ISU Credit Union and have their name added to the bank account
- Call first meeting and hold elections for new officers
- Generate a plan for the semester, dates and times that work for officers and most students in the organization; establish meeting schedule; reserve room through Facilities
- Discuss funding and ideas for fundraisers

English Department Honors Liaison, Illinois State University, Fall 2018- Present

- Provide information and advising to students in Honors in the English Major
- Hold workshops on choosing an Honors Thesis Topic and Advisor
- Work with English and Honors Advisors to ensure students are enrolled in the correct courses to earn Honors credit; submit Honors in the Major completion forms at end of the semester
- Track students' progress on Honors theses, provide information to thesis advisors, serve as a second reader; arrange and moderate students' thesis defense
- Advise students who represent the English Department for the Bone Student Scholarship; gather nominations review and comment on drafts of their applications (20-40 pages); help students with revisions and polishing their application.
- Gather names of impressive students from faculty in December; review applicants with Undergrad Committee, contact chosen nominees and congratulate them; introduce the process; provide samples of winning applications from prior years; urge students to draft over the break and set first deadline for February; encourage students to attend the Bone Scholarship workshop in Honors; acquire official Nomination Letters from faculty; submit the nominations.

Publishing Studies, Ad Hoc Committee, Illinois State University, Spring 2017-2020

- Held skills workshops and fun events for Publishing students
- Discussed marketing and presentation of the program
- Generated ideas for revising courses in the Publishing sequence

Undergraduate Studies Committee, Illinois State University, Fall 2017-Spring 2018

Department of English Council, Illinois State University, Fall 2015-Spring 2017

### **University and College Service**

Newberry Library Consortium Committee, Illinois State University, Fall 2015-Present

Study Abroad Course Development. "Literatures of Migration in England," Spring 2020

Study Abroad Course Development. "Shakespeare and Drama in England," Spring 2015 - Present

"Teaching Study Abroad in the English Department," College of Arts and Science Panel on Global Awareness and Internationalization. Normal, IL. October 2017

Mentor for Visiting Faculty from Southwest University in China, Spring-Fall 2018

"First Year Faculty Forum." School of Graduate Studies, Spring 2015