

Charlotte Chaney

Department of English
Louisiana State University
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EDUCATION

Louisiana State University, Baton Rouge, Louisiana
M.A., 1978
B.A., 1975 (*magna cum laude*)
Phi Kappa Phi, Kappa Delta Epsilon, Kappa Delta Pi, Student LTA President

PROFESSIONAL RECORD AT LSU

LSU Instructor: 1983-present—promoted to Senior Instructor fall 2014
Courses Taught: English 2025, 2002, 2000, 1002, 1001, 1000, 0006, and 0003

DEPARTMENTAL AND UNIVERSITY SERVICE

Committees

Personnel Committee, 2015-present—observed and evaluated 1st and 3rd-year instructors
Caffee Award Committee, member or chair, 2004-present—ranked student papers
English 1001 Committee, chair 2014-2015
Helped plan research skills workshop and introduced speakers, fall 2014
Helped develop social event, fall 2014
Assessment Committee—evaluated English 2025 Gen Ed Assessment essays, fall 2013
Grade Appeal Committee, four years, last 2012-13
Read and evaluated student papers and related documents
Acted as liaison between student and instructor
Instructor Review Committee, 2003, 2008-2012
Reviewed portfolios and classes of second- and sixth-year instructors
Wrote committee recommendations to department
Undergraduate Studies Committee, 2011-2012
Evaluated curriculum proposals
Evaluated English 2025 Gen Ed Assessment essays and submitted model essays
University Writing Program Committee, 1999-2009
Evaluated new instructors' classroom performances and portfolios
Voted on issues related to program
First-year Instructor Review Committee, 1991-2009
Pilot English 2000 Semester Assessment Committee—scored papers, helped choose topic
Instructor Travel Funds Committee—ranked applicants' requests for funds
Textbook Committee—reviewed texts and presented report to composition faculty
Literary Rally Committee—voted on topics and other issues

Semester Assessment Administration

Assessment table leader, fall 2007, spring 2013, spring 2015, fall 2016, spring 2018
Anchor-paper selections, fall 2007 and 2010

Undergraduate Advisor

Transfer advising 2016, 2017, and two previous years
Online transfer evaluation, summer 2016

Special Teaching Assignments

Herget Residential College, 2009-2013
Independent and Distance Learning, 2008-2013, 2016

Presentations

UWP workshop for instructors on writing annual reports, fall 2004
UWP workshop for graduate teaching assistants on choosing texts, fall 2003

Mentorship and Tutoring

CxC Tutor Nov.-Dec. 2019
Mentor Program, 1987-2003
Observed, guided, and wrote reports on new instructors
Supervised and wrote evaluative reports on GTAs
Athletic Department tutor

Additional Services

Wrote recommendation letters for students applying for awards and professional colleges
Wrote job recommendation letters for GTAs and instructors
Assisted in background checks for students applying for FBI
Helped librarian develop career research web page
Accommodated students with disabilities
Graded at Literary Rally 15 years

PROFESSIONAL DEVELOPMENT

Participated yearly in University Writing Program workshops and instructor retreats
Developed extensive print and online course documents and grade books
Attended workshops for Moodle, Semester Book, Excel, and PowerPoint
Attended professional conferences—CCCC, LACC, LADE
Attended CELT training seminar
Participated in Instructor Interest Group

PROFESSIONAL ORGANIZATIONS

NCTE
LSUnited

AWARDS

Alpha Lambda Delta Favorite Teacher
PEP Grant from CCCC