

MATTHEW J. SMITH

University of Saint Francis
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EDUCATION

Ph.D. Purdue University, West Lafayette, Indiana, 1997

Areas of Specialization: Nineteenth-Century British Literature, Literary Theory and Composition Studies

Dissertation: The Manchester Massacre of 1819 and Chartist March of 1842: The Emergence(y) of Working Class Identity, Representation, and History

Dissertation Director: Geraldine Friedman

Dissertation Committee: Richard Dienst, Leon Gottfried, Whitney Walton
(Department of History)

M.A. Purdue University, West Lafayette, Indiana, 1992

Areas of Specialization: Nineteenth-Century British Literature and Literary Theory

B.A. DePauw University, Greencastle, Indiana, 1990

Areas of Specialization: English and Secondary Education

Indiana Secondary Teaching License

ACADEMIC EMPLOYMENT

2008-present Associate Professor; Director of General Education, University of Saint Francis

2006-2008 Associate Professor; Chair, Department of English and Foreign Languages, University of Saint Francis, Fort Wayne Indiana

2004-2006 Associate Professor; Chair, Department of English and Foreign Languages and Director of Writing, University of Saint Francis, Fort Wayne Indiana

- 2002-2004 Assistant Professor and Director of Writing, University of Saint Francis, Fort Wayne Indiana
- 2000-2002 Assistant Professor, Department of English, Heartland Community College, Bloomington Illinois
- 1997-2000 Assistant Professor of English and Coordinator of First-Year Writing, Chattanooga State Technical Community College, Chattanooga, Tennessee
- 1990-1997 Graduate Teaching Assistant, Purdue University, West Lafayette, Indiana

ADMINISTRATIVE EXPERIENCE

Founding Director of General Education
University of Saint Francis

- Report directly to Provost concerning all facets of the General Education curriculum
- Work in coordination with the General Education Committee and the Academic Council as an ex-officio member to carry out all initiatives and policies approved by Faculty Forum as they relate to the General Education curriculum
- Lead university initiatives in developing, assessing, and marketing the General Education curriculum
- Direct iConnect (First-Year Seminar) program including curriculum development, faculty development and evaluation, university integration of the iConnect curriculum across academic and co-curricular departments, and assessment of program
- Coordinate with the Office of Institutional Research to update and implement Assessment Plan for the General Education curriculum
- Coordinate with Office of Student Life, Campus Ministry, and other necessary offices to integrate extra-curricular components into the General Education program
- Create and manage a budget

Chair, Department of English and Foreign Languages
University of Saint Francis

- Assess and evaluate existing curriculum within English and Foreign Languages in terms of AQIP criteria
- Lead and mentor a team of seven full-time faculty including four first- or second-year faculty
- Work collaboratively with Dean to establish appropriate personnel, promotion, and tenure policies throughout school

- Design and implement new curricular initiatives within English and Foreign Languages including revision of Bachelor of Arts in English and Spanish Minor both approved in 2006-7
- Create and manage a budget
- Maintain effective communication with campus and community constituencies including writing grants and sitting on advisory boards
- Assist Enrollment Management in identifying and recruiting potential students
- Hire, train, and evaluate part-time faculty in English and Foreign Languages

Founding Director of Writing
University of Saint Francis

- Design and implement new curricular initiatives including a five hour combined developmental and college-level writing course
- Design and implement program guidelines and standards for all writing courses
- Select Department textbooks
- Offer professional development workshops and seminars for full-time and part-time instructors
- Assist Department Head in hiring and training adjunct faculty

Coordinator of First-Year Writing
Chattanooga State Technical Community College, Chattanooga, Tennessee

- Design and implement new curricular initiatives
- Design and implement program guidelines and standards
- Select Department textbooks
- Offer professional development workshops and seminars for full-time and part-time instructors
- Assist Department Head in hiring and training adjunct faculty

TEACHING EXPERIENCE

Associate Professor of English
University of Saint Francis, Fort Wayne, Indiana

- English 490 Directed Study: Science Fiction and Fantasy, 2 Classes
- English 456 Major British Writers, 1 Class
- English 465 Modern American Short Novel, 2 Classes
- English 350 Mythology (1 Team Taught), 3 Classes
- English 299 Writing Center Practicum, 2 Classes
- English 232 World Literature 1660 to Present 1 Class
- English 265 Classic Novels into Film, 1 Class
- English 205 Literature and the Environment 2 Classes
- English 153 Online, Introduction to Literature, 4 Classes
- English 103 5 hour Introduction to College Writing, 2 Classes

- English 102 Composition II, 3 Classes
- English 101 Composition I, 2 Classes
- English 101 Composition I Electronic Portfolio, 1 Class
- English 100 Introduction to College Writing, 3 Classes
- English 096 College Writing Skills, 1 Class
- Education 501 Integrating Science Fiction and Fantasy Literature Into the Language Arts Classroom, Indiana-Purdue University, Fort Wayne, 1 Class
- Education 385 English Methods, 3 Classes
- Humanities 200 Honors Seminar, 2 Classes
- iConnect 100 First-Year Experience, 5 Classes

Instructor of English

Heartland Community College, Bloomington, Illinois

- English 242, British Literature II, 1 Class
- English 242 Online, British Literature II, 2 Classes
- English 111 Online, Introduction to Literature, 2 Classes
- English 111 Combined Distance Learning (CDL), Introduction to Literature, 1 Class
- English 111 Introduction to Literature, 1 Class
- English 102 CDL, Composition II, 1 Class
- English 102 Composition II, 2 Classes
- English 101 CDL, Composition I, 1 Class
- English 101 Composition I, 3 Classes
- English 095 Developmental Writing II, 5 Classes
- Humanities 250 CDL, Classical Mythology, 2 Classes

Assistant Professor of English

Chattanooga State Technical Community College, Chattanooga, Tennessee

- English 227C Technical Writing, Computer Classroom, 3 Classes
- English 227 Technical Writing, 1 Class
- English 219H English Masterpieces II Laptop Honors, 1 Class
- English 219Online, English Masterpieces II, 1 Class
- English 219H English Masterpieces II, Honors, 1 Class
- English 219 English Masterpieces II, 2 Classes
- English 218H English Masterpieces I, Honors, 1 Class
- English 218 English Masterpieces I, 2 Classes
- English 111H Introduction to Literature, Honors, 1 Class
- English 111C Introduction to Literature, Computer Classroom, 4 Classes
- English 111C Special Topics: Persuasive Writing, Computer Classroom, 3 Classes
- English 111 Introduction to Literature, 4 Classes
- English 110C Composition I, Computer Classroom, 2 Classes

- English 110 Composition I, 3 Classes
- Humanities 110 Introduction to Humanities, 1 Class

PUBLICATIONS

A United Endeavor: Promising Practices in General Education at Catholic Colleges and Universities. (one of ten contributors) Association of Catholic Colleges and Universities. September 2009.

“Writing Program Administration at the Small College.” *The Promise and Peril of Writing Program Administration*. Book Chapter. Eds. Theresa Enos and Shane Borrowman. Parlour Press. December 2007.

“The Drama of Creation: Writers on Writing.” Review. *Teaching English in the Two-Year College*. 34: 2 (December 2006). 211-214.

“Composition Studies in the New Millennium: Rereading the Past, Rewriting the Future” Review. *Teaching English in the Two-Year College*. 32: 4 (May 2005). 433-435.

“A Riff on a Theme: Our Keynote and Its Overtones.” *Across the Disciplines: Interdisciplinary Perspectives on Language, Learning and Academic Writing*. Online Publication. Spring, 2004.

“So, When Do I Lecture about Commas?: Donald Finkel’s *Teaching with your Mouth Shut* and the Composition Instructor” Review Essay. *Composition Studies*. Spring 2004.

Writing Projects: Knowledge, Community, and Language. (with Joanne Addison and Mary Queen). Contracted. New York: Norton Publishing Company.

“Reading and Writing in an Online World.” Review. *Teaching English in the Two-Year College*. 30.2 (December 2002): 207-208.

Discovering Literature. 3rd edition. *An Annotated Teacher’s Guide*. Spring 2002. Upper River NJ: Prentice Hall.

Literature and the Writing Process 6th edition. Webcontent Provider. Summer 2001. Upper River NJ: Prentice Hall.

A Brief Introduction to First-Year Writing at Chattanooga State Technical Community College. (with Wiki Carter and Tim Hooker) Dallas: Harcourt Brace, 1998.

“Dos and Don’ts: Students’ Papers and Teachers’ Evaluations.” *Academic Exchange Quarterly*. Summer (1998): 63-69.

CONFERENCE PRESENTATIONS

“General Education Assessment: Putting People, Technology, and Processes Together to Produce Actionable Data.” Association of American Colleges and Universities. Seattle, Washington. February 2010.

“Technology Tools for General Education.” Associate of General and Liberal Studies. Saint Louis, Missouri. October, 2010.

“Technology and General Education: Facilitation, Integration, and Assessment.” Association of Small Computer Users in Education. Myrtle Beach, South Carolina. June 2009.

“General Education Assessment: Seeking Simplicity to Counter Complexity.” The 2008 Assessment Institute in Indianapolis. Indianapolis, Indiana. October 2008.

“The Faculty Survey: A Critical Tool for Shaping Objectives and Assessing Outcomes.” Association for General and Liberal Studies. Ashville, North Carolina. September 2008.

“General Education Assessment: Simplicity, Consensus, and Results.” Association for General and Liberal Studies. Ashville, North Carolina. September 2008

“‘It’s Alive’: A Case Study of Creating a First-Year Seminar” Annual Lilly Conference on College Teaching. Miami University, Oxford, Ohio. November 2007.

“iConnect: A Case Study of Creating and Teaching a First-Year Seminar.” Association for General and Liberal Studies. Portland, Maine. October 2007.

“Technology and General Education: Collaboration for Curriculum Building and Student Learning Part II.” Association of Small Computer Users in Education. Myrtle Beach, South Carolina. June 2007.

“General Education Curriculum Revision: Lessons Learned.” Annual Lilly Conference on College Teaching. Miami University, Oxford, Ohio. November 2006.

“Linking Learning Outcomes and Mission in General Education Curriculum Revision.” Association for General and Liberal Studies. Indianapolis, Indiana. October 2006.

“Teaching the Trojan War: Negotiating Student Expectations in a General Education Mythology Course.” Indiana College English Association. Indiana University--East, Richmond, Indiana. September 2006

“Technology and General Education: Collaboration for Curriculum Building and Student Learning.” Association of Small Computer Users in Education. Myrtle Beach, South Carolina. June 2006.

“Why do I have to take this course? Student Engagement Through Writing in General Education Courses.” Engaging Students in Learning. Area Dean’s Conference. Fort Wayne, Indiana. February 2006.

“Establishing Common Ground in a Writing Program: Part-Time Faculty Orientation and Training.” National Council of Teachers of English. Pittsburgh, Pennsylvania. November 2005

“Getting Beyond Content: Deep Learning in the Online Class.” Independent Colleges of Indiana Technology Summit. Franklin College, Franklin, Indiana. August 2005

“Both Teacher and Scholar: Building a Relationship Between our Teaching and Scholarship.” Teaching: Sustaining the Passion. Area Dean’s Conference. Fort Wayne, Indiana. February 2005.

“Part-Time Faculty and Technology Training: Writing Courses on the Same Page.” Independent Colleges of Indiana Technology Summit. DePauw University, Greencastle, Indiana, August 2004.

“Online Teaching” Panel Participant. Independent Colleges of Indiana Technology Summit. DePauw University, Greencastle, Indiana, August 2004.

“Feeling Marooned?: Technology, Writing, and Small-College Work.” Computers and Writing Conference. Honolulu, Hawaii, June 2004.

“Making Assessment Work: A Consultation and Workshop.” Full-Day Pre-Conference Workshop. College Conference on Composition and Communication. San Antonio, Texas, March 2004.

“Transfer Issues: Or, How Come I Have to Take This Course and She Doesn’t?.” College Conference on Composition and Communication, New York, New York, March 2003.

“Resistance, Connection, and Engagement: Developmental Writing Courses.” Engaging Today’s Learners, Area Dean’s Conference, Fort Wayne, Indiana, February 2003.

“What Makes A Course? Rethinking Pedagogy for Online Instruction.”
Conference on Computers and Composition, Illinois State University,
Normal, Illinois, May 2002.

“Critical Technology Literacy: Student Theory, Instructor Practice.”
English Articulation Conference, Allerton, Illinois, April 2002.

“Computer-Mediated Classrooms: Teaching, Technology, and Critical
Literacy.” Two-Year College Association---Midwest, Fort Wayne,
Indiana, October 2001

“Language and Literatures: A Breakout Session.” Faculty Summer
Institute on Learning Technologies. Illinois Online Network. Champaign,
Illinois, May 2001.

“Portfolio Assessment and the Basic Writer: Rhetoric, Revision, and
Empowerment.” National Institute for Staff and Organization
Development, Austin, Texas, May 2001.

“The Ethics of Communal Grading in Developmental Writing and First-
Year Writing.” Community College and University English Articulation
Conference, Monticello, Illinois, April 2001.

“A Changing Classroom: Designing and Implementing Web-Based
Courses Across the College.” National Institute for Staff and
Organizational Development, Austin, Texas, May 2000.

“Teaching Literature Online: Research, Reflection, and Speculation.”
Two-Year College Association—Southeast, Savannah, Georgia, February
2000.

“Writing Programs and Two-Year Colleges: the Margins, the Bridges, or
the Future?.” National Council of Teachers of English Conference,
Denver, Colorado, November 1999.

“Imagining Strategies for Productive Networking Among Two-Year and
Four-Year Writing Programs.” The National Council of Writing Program
Administrators Annual Summer Workshop and Conference, West
Lafayette, Indiana, July 1999.

“Embracing Change: Developing and Implementing Web-Based Courses
Across the College.” League for Innovation in the Community College,
New Orleans, Louisiana, June 1999.

“When Worlds Collide: Teachers Look at Gen X Students and Gen X Stares Back.” Conference on College Composition and Communication, Atlanta, Georgia, March 1999.

“‘But This Isn’t Writing’: Reinventing Invention in the Computer Classroom.” Ideas, Historias y Cuentos: Breaking with Precedent, Conference on College Composition and Communication, Chicago, Illinois, April 1998.

“But We Don’t Talk About That in English Class!”: Cultural Studies and the Two-Year College.” The Crowning Touch: Designing Education for the 21st Century, Two-Year College English Association—Southeast, Piedmont Community College, Charlotte, North Carolina, February 1998.

SEMINARS ATTENDED

Higher Learning Commission Strategy Forum. Lisle, Illinois, 2009.

Higher Learning Commission Workshop on Student Learning Outcomes and Assessment. Lisle, Illinois, 2007.

Council of Independent Colleges Department/Division Chair Workshop. Saint Louis, Missouri, 2006.

Association of Small Computer Users in Education. Myrtle Beach, South Carolina, 2005

Rhetoric and Christian Tradition. Depaul University. Chicago, Illinois, 2005.

Accreditation and Assessment Strategies for Institutional Effectiveness Workshop. Independent Colleges of Indiana. Rose Hulman Institute of Technology. Terre Haute, Indiana, 2003.

Approaches to Integrating Computers into Writing Classrooms. Computers In Writing-Intensive Classrooms Summer Institute. Michigan Technological University and the Center for Computer-Assisted Language Instruction. Houghton, Michigan, 2001.

Diversity in the Community. Five Month Workshop through the YWCA of Bloomington/Normal Illinois. Bloomington/Normal, Illinois, 2001-02.

Conference on Information Technology. The League for Innovation in the Community College, Atlanta, Georgia, 2001.

“Making a Difference: Writing Programs at Work.” The National Council of Writing Program Administrators Annual Summer Workshop & Conference, Tucson, Arizona, 1998.

Conference on Information Technology. The League for Innovation in the Community College, Atlanta, Georgia, 1997.

“Victorians and the Social Body.” Sponsored by West Virginia University Center for Cultural Studies, and *Victorian Poetry*; West Virginia University, Morgantown, West Virginia, 1994. Lecturer: Mary Poovey, Department of English, Johns Hopkins University.

UNIVERSITY/COLLEGE SERVICE

2010	Member, Search Teams for Director of Campus Ministry and Associate Dean of Students
2011	Member Title III Federal Grant Team
2009	Member, Trio Federal Grant Team
2008	AQIP Strategy Forum Participant
2008-10	Scholarship and Financial Aid University Committee
2007-9	Blackboard Outcomes Implementation Team
2007-8	Faculty Forum Secretary
2007	Summer Assessment Task Force
2007-8	Member, Alumni Awards Nominating Committee
2007	Chair, Director of Foreign Languages Search Team
2006	Instructional Design Task Force
2006	Electronic Portfolio Task Force
2006	Member, Search Team Director of Student Academic Support Services
2006	Campus Ministry Advisory Board
2006	Member, Student Leadership Award Committee
2006	Chair, English Department Search Team for one position

- 2006 Member, University Food Committee
- 2005 Member, Campus Minister Search Team
- 2005-7 Member, Teacher Education Committee
- 2005-08 Faculty Representative, Board of Trustees Academic Affairs Committee
- 2004-06 Chair, General Education Committee
- 2003-05 Parliamentarian, Faculty Forum
- 2004 Member, English Department Search Team, 3 positions.
- 2003-04 Member, General Education Committee
- 2002-03 Drafted and Published College-Wide Statement on Academic Integrity Policies and Procedures
- 2002 Member, Job Search Committee for Director of Student Academic Support Services

COMMUNITY SERVICE

- 2006-10 Advisory Board Member and Reader, Northeast Indiana Art and Writing Awards. Fort Wayne Museum of Art. Fort Wayne, Indiana.
- 2006-8 Chief Reader, Allen County Public Library Poetry Contest. Fort Wayne Indiana.
- 2006-9 Advisory Board Member, TLC School. Fort Wayne, Indiana.
- 2005 Panel Participant, *Merchant of Venice* film discussion. Cinema Center. Fort Wayne, Indiana.
- 2004 Consultant, Southwest Allen County Schools. Advanced Placement Scoring. Homestead High School, Fort Wayne, Indiana.
- 2004-10 Co-Coordinator, Martin Luther King “Day On.” University of Saint Francis.
- 2003 Coordinator, Day of Service at Vincent House. University of Saint Francis.

2003 Editor, *State of Black Fort Wayne*. Fort Wayne Urban League. Fort Wayne, Indiana.

COLLEGE WORKSHOPS

2006 “Revision and Revolution: Mary Wollstonecraft’s *A Vindication of the Rights of Woman*.” Jon Don Scotus Great Book Lecture Series. University of Saint Francis.

2005 “Course Outcomes and Teaching Online.” University Workshop. University of Saint Francis.

2003 “Using a Computer Classroom.” English Department Workshop. University of Saint Francis.

2003 “Writing Across the Curriculum.” Campus Workshop. University of Saint Francis.

2003 “Online Teaching.” Workshop for Translating Content to the Online Environment Faculty Workshop. University of Saint Francis.

PROFESSIONAL SERVICE

2009-10 Editorial Board of *Journal of Catholic Higher Education*.

2009-10 Executive Board of Association of General and Liberal Studies

2009 “Liberal Arts Influential Lecture Series” Purdue University West Lafayette, Indiana, January.

2009 Consulting Workshop: Revising a General Education Curriculum; Saint Francis College, Joliet, Illinois, January.

2007-10 HLC Peer Reviewer for Academic Quality Improvement Program (AQIP)

2007-10 HLC Consultant Evaluator for Program to Evaluate and Advance Quality (PEAQ)

2006-7 Nominated to the National Council of Teachers of English Nominating Committee

2004-10 Editorial Board of *Teaching English in the Two-Year College*.

2004 Comparative Review, *Dialogues and Critical Reading, Writing, and Thinking* for Longman Publishing.

- 2002 Website Review, *Discovering Literature* for Prentice Hall.
- 2002 Comparative Review, *Bedford Handbook, The New Century Handbook, The Blair Handbook, The Little Brown Hand Book* for Prentice Hall.

AWARDS AND GRANTS

- 2009 Recipient of the University of Saint Francis Excellence in Teaching and Leadership Award.
- 2008 Recipient, Center for Academic Excellence and Scholarship Grant. Awarded eight thousand dollars to coordinate the Council for Independent Colleges Woodrow Wilson Visiting Scholar week-long visit.
- 2007 Recipient, Center for Academic Excellence and Scholarship Grant. Awarded one thousand four hundred dollars to present paper at Association of Small Computer Users Conference.
- 2005 Recipient, Campus Technology Grant. University of Saint Francis. Awarded seven hundred and fifty dollars to attend Association of Small Computer Users Conference.
- 2004 Recipient, Writing Intensive Initiative Grant. University of Saint Francis. Awarded four thousand five-hundred dollars to develop and offer a writing intensive seminar for course development for Saint Francis Faculty.
- 2004 Recipient, Campus Technology Grant. One thousand dollars to present at and attend Computers and Writing Conference.
- 2004 Recipient, Values in Action Award, University of Saint Francis. January 2004.
- 2003 Recipient, Campus Technology Grant. One thousand dollars to present at and attend at Computers and Writing Conference.
- 2003 Recipient, Indiana Higher Education Telecommunications Systems Online Development Grant. Awarded sixteen thousand two-hundred and ten dollar grant to develop and implement Introduction to Literature Course for Spring 2004.

PROFESSIONAL MEMBERSHIPS

Association of General and Liberal Studies

Association of Small Computer Users in Education

Conference of College Composition and Communication

Council of Writing Program Administrators

Modern Language Association

National Council of Teachers of English

REFERENCES

Dr. Don Andrews
Dean, School of Humanities and Fine Arts
Chattanooga State Technical
Community College
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Chattanooga, Tennessee 37406
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Dr. Stephanie Oetting
Associate Professor of Nursing
Director of Institutional Research
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Dr. Rolf Daniel
Provost
Professor of Psychology
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Dr. Andrew Prall
Assistant Professor
English and Foreign
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Dr. Marcia Sauter
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