

# KAY EMMERT

*Curriculum Vitae*

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## EDUCATION

### **Georgia College & State University, Milledgeville GA**

*MFA in Creative Writing, Concentration in Poetry, May 2011*

- Specialization: Poetry
- Thesis: *Oklahoma* [Collection of Poems]
- Committee Chair: Laura Newbern
- Committee: Alice Friman, Andrea Hollander Budy, Martin Lammon, and Amy Pirkle

### **Stephens College, Columbia MO**

*BFA in Creative Writing, May 2007*

- Minor: Political Science
- Thesis: *Living in Lost County* [Multi-genre]
- Thesis Chair: Tina Parke-Sutherland

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## ADMINISTRATIVE EXPERIENCE

### **Interim Co-Director**

*Program in Professional Writing, University of Illinois, Urbana-Champaign, January 2020-Present*  
*2/3 appointment*

- Administer the daily functions of the Program in Professional Writing, including course offerings.
- Staff all BTW courses, including service-in-excess and summer courses.
- Supervise and provide instructional support to approx. 20 specialized faculty and graduate teaching assistants teaching in the program.
- Oversee the professional development, training, and mentoring of instructional staff.
- Provide guidance, training, and resources for developing online teaching, ensure the compliance of online courses with LAS Online regulations.
- Observe specialized faculty in their third and fifth years teaching in the program, including visiting each instructor's class, writing a letter of observation, and meeting with the instructor to discuss the observation.
- Supervise the orientation, mentoring, and observations of specialized faculty and graduate employees teaching in the program for the first time.
- Direct annual course review efforts including syllabus review, creating guiding documents, and revision of LMS master pages.
- Assess program curriculum and materials, pursue new opportunities for program development.
- Direct the revision of program curriculum including courses, instructional content, LMS, and guiding documents.
- Supervise an administrative staff of 2, including semi-annual reviews.
- Supervise the department's 2 undergraduate interns, including the creation of multi-platform social media campaigns.
- Conduct annual search, interview, and hiring of department social media interns.

- Review and respond to all student transfer course articulation requests for BTW courses, including Advanced Comp requirement.
- Mediate student complaints and review student grade appeals, including rendering a final judgment.
- Serve on the Committee on Specialized Faculty and the Specialized Faculty Hiring Committee, representing the program.

**Assistant Director**

*Program in Professional Writing, University of Illinois, Urbana-Champaign, August 2017-December 2019*

*1/3 appointment*

- Develop and run annual new-instructor orientations.
- Provide primary support to specialized faculty and graduate employees new to the program.
- Lead weekly pedagogy discussions with new specialized faculty and graduate employees during their first semester teaching in the program.
- Observe new specialized faculty and graduate employees, including pre-observation consultation, observing live instruction, writing a letter of observation, and meeting to discuss resulting feedback.
- Create or revise content for the program, including new curriculum and instructional content.
- Review student grade appeals and render a final judgment.
- Serve on the department's social media committee.
- Assist Director in the day-to-day functions of the program.

**Coordinator of the WITS Program “SLAM”**

*Georgia College Early College, 2008-2010*

- Train undergraduate creative writing majors for first teaching experience.
- Advise first-time instructors on issues of classroom management and scaffolding.
- Coordinate with Georgia College Early College.
- Provide skills for teaching writing to middle school students.

**TEACHING  
EXPERIENCE**

**Senior Lecturer, Department of English**

*University of Illinois-Urbana-Champaign, Fall 2012-Present*

- Principles of Business Communication (BTW 250)  
*Format: Face-to-face, Online*  
An advanced composition course that teaches students to apply the principles of successful professional communication to workplace writing tasks. Students practice editing and supervising the writing of others. Assignments replicate typical business cases and situations, including a report that requires students to compile and interpret research.
- Writing and Research (Rhetoric 105)  
*Format: Face-to-face, Hybrid*  
A first-year composition course focusing on source-based academic

writing and rhetorical principles. Introduces students to research-based writing and the construction of academic, argumentative essays that use primary and secondary sources as evidence. Projects include writing a personal narrative, analyzing the rhetoric of editorials, an editorial responding to a current publication, and a final essay that synthesizes sources from the entire semester to draw new conclusions.

- Writing to get that job! (English 199)

*Format:* Online

Students improve writing skills particularly germane to successfully applying for an internship, a post-baccalaureate job, or an advanced-degree program. Students apply those skills to create a polished set of recruiter-ready texts relevant to their career plans.

### **Lecturer, United Steel Worker Summer School**

*UIUC United Steel Worker Summer School, SU16, SU17, SU18, SU19*

- Local Union Leadership:

*Format:* Face-to-face

Analysis of how local unions are supposed to function. Techniques of effective leadership and conducting meetings will be discussed and demonstrated. Lessons include developing leadership strengths, empowering others as leaders, advocating on behalf of a representative body, and creating action plans.

- Grievance Handling & Processing

*Format:* Face-to-face

Is it a grievance or a gripe? Students are introduced to labor rights and responsibilities under the grievance procedure. Lessons include introduction to the grievance process, investigation and filing, and collective action around grievance.

### **Limited Term Assistant Professor, Department of English & Rhetoric**

*Georgia College & State University, Fall 2011-Spring 2012*

- English Composition I (English 1101)

*Format:* Face-to-face

A first-semester, first-year composition course that develops the basic writing skills required in all college students. Students leave this class with the ability to write clear, correct, organized, and purposeful prose, apply the principles and strategies of argumentation and analysis, and synthesize research in writing so the insights and documentation are logical and clear. Each student should leave this course with the knowledge of how written and oral language connect us to the larger community, and how writing and reading are means for connecting the writer to contemporary culture and its diverse problems and conditions.

- Honors English Composition II (English 1102-H)

*Format:* Face-to-face

Students read and discuss critically literary texts in playwrighting, poetry, and fiction. Students must also demonstrate writing and research skills beyond that of English 1101 while addressing content and style convincingly and artfully. Thus, students should, by the end of the course, be able to investigate the ideas and effects of a text and write

persuasive papers seeking a new route of inquiry.

- **World Literature** (English 2110)  
*Format:* Face-to-face  
A second-semester, first-year composition that prepares students for entering into the professional literary discourse. Students appraise significant works from a variety of cultural traditions. They examine the historical, social, cultural, and intellectual contexts of these works. Students distinguish qualities of genre and the role of culture in shaping genre.

**Teaching Fellow (Instructor of Record for All Courses)**

*Georgia College & State University, Fall 2009 – Spring 2011*  
*2/2 course load on the semester system*

- **English 1101: Composition I:** Fall 2010 [2 sections]
- **English 1102: Composition II:** Spring 2011 [2 sections]; Spring 2010 [1 section]
- **English 2208: Introduction to Creative Writing:** Fall 2009 [2 sections]
- **English 4950: Early College:** Spring 2010 [1 section]; Fall 2009 [1 section]; Spring 2009 [1 section]; Fall 2008 [1 section]

**AmeriCorps Artist (Instructor of Record for All Courses)**

*Alma d'arte Charter High School, Court Youth Center, 2007-2008*  
*1/2 course load on the semester system*

- **Poetry I: Introduction to Poetry** (Creative Writing)  
*Format:* Face-to-face  
Students learn to apply the elements of poetry; develop an appreciation for the language of poetry, become familiar with poets from various backgrounds and beliefs.
- **Poetry II: Advanced Poetry Workshop** (Creative Writing)  
*Format:* Face-to-face  
Students further develop their poetry and prepare for college level workshops and professional publication.
- **Prose I: Introduction to Fiction and Non-fiction** (Creative Writing)  
*Format:* Face-to-face  
Students perform tasks that challenge their writing skills, concentration, ideas of the self and audience, while expanding their ability to express ideas through fiction and non-fiction writing.
- **Introduction to Slam Poetry** (Creative Writing)  
*Format:* Face-to-face  
This course focuses on the craft of performative poetry and results in a joint public performance with the NMSU Slam Poetry Team.

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**TUTORING  
EXPERIENCE**

**Rhetoric Center Tutor**

*University of Illinois, Urbana-Champaign, Fall 2014*

- Assist rhetoric students with essay composition, research, and rhetorical persuasion keeping with the specific Student Learning

Objectives of each rhetoric course.

**Writing Center Consultant**

*Georgia College & State University, 2008-2009*

- Advise learning writers on composition essays, research, literary analysis, professional deliverables, and creative writing.

**SERVICE**

**English Department Committee on Specialized Faculty**

*University of Illinois at Urbana-Champaign, Fall 2019-Present*

**Senate Committee on Academic Freedom and Tenure**

*University of Illinois at Urbana-Champaign, Fall 2017-Present*

**English Department Media Content Committee**

*University of Illinois at Urbana-Champaign, Fall 2017-Present*

**English Department Advisory Committee**

*University of Illinois at Urbana-Champaign, Fall 2018-Spring 2019*

**English Department Committee on Specialized Faculty**

*University of Illinois at Urbana-Champaign, Fall 2017-Spring 2018*

**Standing Committee on Women in the Academic Profession**

*American Association of University Professors, Fall 2016-2018*

**Senate Committee on Admissions**

*University of Illinois at Urbana-Champaign, Spring 2016-Spring 2017*

**Academic Senator Representative for Department of English**

*University of Illinois at Urbana-Champaign, Fall 2014-Spring 2018*

**Program for Professional Writing Advisory Committee**

*University of Illinois-Urbana-Champaign, 2014-2015*

**Rater for Rhetoric Program Assessment**

*University of Illinois-Urbana-Champaign, Spring 2014*

**Departmental Subcommittee on Online Education**

*University of Illinois-Urbana-Champaign, Fall 2013*

**Conference Judge, Student Scriptwriting Competition**

*BEA Festival of Media Arts, Spring 2013*

**Women's Studies Advisory Board**

*Georgia College & State University, Spring 2012*

**Essay Rater, Board of Regents Testing Program**

*Board of Regents of the University System of Georgia, 2008-2011*

**Scholarship Judge**

*Georgia College & State University, Fall 2011*

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## AWARDS

**“Emotion and the Writing Process in the Program in Professional Writing”** in collaboration with Andrew Moss *Teaching Advancement Board and Center for Innovation in Teaching and Learning*, UIUC, May 2020.

- This project integrates Kort’s emotional learning spiral into the writing pedagogy for five BTW classes in AY 2020-21. During this project, instructors anticipate (and then assess, respond to, and present their reflections about) students’ affect during one of BTW 250 – Principles of Business Communication’s more complex assignments.

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## READINGS & PRESENTATIONS

### **Panelist**

“A Fair Tax Discussion,” *Illinois Federation of Teachers*, Facebook Live, October 2020

### **Presenter – Covid-cancelled event**

“This Secret Searching: The Land as a Link Between Us,” *Scissortail Creative Writing Festival*, Ada, OK, April 2020.

### **Panelist – Covid-cancelled event**

“Capacity Building for Adjunct Faculty from the Ground Up and the Top Down” Interactive Group Session, *56<sup>th</sup> Annual Allerton English Articulation Conference April 2020*, Northern Illinois University, April 2020.

### **Presenter**

“Moodle Gradebook,” *Department of English Online Training*, UIUC, 2020.

### **Presenter**

“Educators Unite!” *American Studies Association Conference*, Chicago, IL, 2018.

### **Presenter**

“The Moving Parts of a Contract Campaign,” *Illinois Federation of Teachers Great Lakes Conference*, Peoria, IL, 2018.

### **Presenter**

*Public Sector Workers Fight Back Conference*, United Public Workers for Action, IL, 2017.

### **Poetry Reading**

*Kestrel* Celebration for Issues 25-26, Fairmont State University, WV, 2011.

### **Panel Chair**

“Exploitation, Empowerment, and Everything In Between: Women on Writing Sex,” *AWP*, Colorado, 2010.

### **Presenter**

*AWP* 2009, Chicago. “From the Ground Up, Developing a Writers-in-the-Schools Program at Your College”

### **Presenter**

“Representations of Chinese Masculinity in US Cinema: Jackie Chan’s

Revival of 19<sup>th</sup> Century Stereotypes,” *Graduate Organization for Students in the Humanities Symposium of English Studies*, Tennessee Technological University, 2009.

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## REPORTS & PUBLICATIONS

### **“Report on Professional Development”**

*NTFC Bargaining Research Contributor, Spring 2017*. Ed. Cindy Wachter. Committee Report.

### **“Report on Visiting Faculty”**

*NTFC Bargaining Research Committee, Fall 2016*. Ed. Kay Emmert. Committee Report.

### **“Report on the Rhetoric Tutoring Center”**

*UIUC Rhetoric Program, Fall 2014*. Ed. Richard Nardi. Report.

### **“Traci Brimhall’s Beautiful Dark Twisted Dichotomy”**

*Trop Magazine*, Summer 2012. Ed. Evan Allgood. Book Review.

### **“Bare”**

*Spectrum*, Spring 2011. Ed. Danielle Miller. Poem.

### **“Snakes”**

*Muse & Stone*, Spring 2011. Ed. Martin Cockroft. Poem.

### **“Confessions at Eleventh St. Apt. 6B”**

*slipstream*, Spring 2011. Ed. Dan Sicoli. Poem.

### **“Bed Making,” “Organ Mountains, New Mexico”**

*The Mom Egg*, Fall 2011. Ed. Marjorie Tesser. Poems.

### **“Two in the Pasture,” “After thirty years of working double shifts”**

*Kestrel*, Spring 2010. Ed. Elizabeth Savage. Poems.

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## LEADERSHIP

### **Lead Negotiator, Non Tenure Faculty Coalition**

*University of Illinois-Urbana-Champaign, 2014-2017; 2019*

- Research and draft contract language. Negotiated the first and second Collective Bargaining Agreements representing the union rights of Specialized Faculty.

### **President, Non Tenure Faculty Coalition**

*University of Illinois-Urbana-Champaign, 2017-2018*

- Liaise with campus administration, leaders, and organizations to improve working conditions of Specialized Faculty.

### **Vice-President, Campus Faculty Association**

*University of Illinois-Urbana-Champaign, 2013-2014*

- Work closely with students, other campus workers, and the broader public to ensure the future of accessible public higher education while

also promoting the economic and general welfare of the faculty.

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**EDITORIAL  
EXPERIENCE**

**Freelance Editing**

*University of Illinois, Spring 2013-Fall 2014*

- Edit, proofread, and serve as writing consultant for job-application materials, course essays, and theses.

**Associate Poetry Editor**

*Arts & Letters, Georgia College, 2008-2011*

**Associate Editor**

*Harbinger, Stephens College, 2005-2007*

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**REFERENCES**

**Bob Markley**

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(217) 333-2391. rmarkley@illinois.edu

**Kristi McDuffie**

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**Michael Foellmer**

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