

Claire Carly-Miles

Curriculum Vitae

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BIOGRAPHY

Claire Carly-Miles earned her PhD from TAMU in 2008 and was eager and honored to return as a faculty member in 2016. During her time as TAMU faculty, she has taught over 100 course sections of Core Curriculum–Communication courses, acted as coordinator for both English 210 Technical and Professional Writing–involving curriculum redesign, the adaptation and creation of an Open Educational Resource (OER) textbook, and the mentoring of 20 graduate assistant teachers new to teaching–and English 203 Introduction to Writing about Literature–involving curriculum redesign, the creation of a new OER, the curation of other open- and unlimited-access reading materials, and the creation of ancillary materials to complement the OER and provide literature instructors with activities and assignments that promote best practices in the field. In addition to her commitment to teaching, Dr. Carly-Miles has also performed significant service for the English Department, the former College of Liberal Arts, and the current College of Arts and Sciences. She has served on numerous department, college, and university committees, including search committees for new faculty members, the Faculty Senate, and the Senate’s Core Curriculum Council. In 2022-23, she received the Provost APTF Teaching Excellence Award. (195/200)

DEGREES

2008	Ph.D.	English	Texas A&M University, College Station, TX
1995	M.A.	English	Southern Methodist University, Dallas, TX
1993	B.A.	English	University of Texas, Austin, TX
1993	B.A.	History	University of Texas, Austin, TX

TEXAS A&M RANK AND PROMOTION HISTORY

Start Date-End Date	Title	Classification	Dept.	College
9/1/24-Present	Instructional Associate Professor	APTF	English	CAS
9/1/2020-8/31/24	Instructional Assistant Professor	APTF	English	CLA/CAS
9/1/2016-8/31/20	Lecturer	APTF	English	CLA

CAREER WORK EXPERIENCE

9/1/24-Present	Instructional Associate Professor, English, Texas A&M University, College Station, TX
9/1/20-8/31/24	Instructional Assistant Professor, English, Texas A&M University, College Station, TX

9/1/2016-8/31/2020	Lecturer, English, Texas A&M University, College Station, TX
9/1/2015-8/31/2016	Online Adjunct Lecturer, English/Women's, Gender, and Sexuality Studies University College, Washington University in St. Louis, MO
6/1/2009-8/31/2016	Online Adjunct Lecturer, Women's and Gender Studies Program Montgomery College, Rockville, MD
12/2009-8/2011	Online Adjunct Lecturer, Strayer University, Online
9/2009-12/2009	Adjunct Lecturer, Montgomery College, Germantown, MD
9/2003-6/2005	Lecturer Full-Time, Baylor University, Waco, TX
6/2003	Lecturer Part-Time, McLennan Community College, Waco, TX
9/1999-8/2002	Assistant, Center for Humanities Research (renamed Glasscock Center in 2002)
6/1999-8/1999	Adjunct Instructor Blinn College, Bryan, TX
8/1995-5/2003	Graduate Assistant Lecturer, Texas A&M University, College Station, TX
8/1993-5/1995	Graduate Student Instructor and Grader, Southern Methodist University, Dallas, TX

TEXAS A&M ADMINISTRATIVE APPOINTMENTS

8/2022-Present	Coordinator, English 203 Introduction to Writing about Literature, English Dept. Roles and Responsibilities: Supervision of English 203 sections including instructor training and the creation of a syllabus and Canvas template for optional use by 203 instructors; continued writing, editing, and revision of an Open Educational Resource (OER) textbook for use by all 203 instructors; creation of ancillary materials and resources for all instructors
8/2018-8/2022	Co-Coordinator, English 203 Introduction to Writing about Literature, English Dept. Roles and Responsibilities: Supervision of English 203 sections including instructor training and the creation of a syllabus and Canvas template for optional use by 203 instructors; co-wrote and co-edited an Open Educational Resource (OER) textbook for optional use by all 203 instructors
8/2018-9/2022	Coordinator, English 210 Technical and Professional Writing, English Dept. Roles and Responsibilities: Mentorship of 16 first-time Graduate Assistant Teachers for English 210 Technical Business Writing (35 sections). Supervision of all English 210 Instructors, including training, as well as scheduling and presentation of professional development activities; maintenance and redesign of 210 course templates, both online and face-to-face versions; creation and editing of 210 Open Educational Resource (OER) textbook

TEXAS A&M--UNIVERSITY DISTINGUISHED AWARDS

2022-23	Provost Academic Professional Track Faculty Teaching Excellence Award (\$5000)
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AWARDS AND HONORS

Year Conferred	Award/Honor Title	Conferring Organization	Classification	Level
2024-2026	Teaching Innovation Fellow	TAMU Office of the Provost	Fellowship	University Level
2021	OER Creation Award Description: \$6000 total (\$750/210 OER and Revision Committee member); conferred for work already completed in developing the English 210 OER, <i>Howdy or Hello: Technical and Professional Communication</i>	OASES/University Libraries	Service Award	University Level
2021	Sustainability Team Award Description: Recognition/award for work already completed in developing the English 210 OER, <i>Howdy or Hello: Technical and Professional Communication</i>	TAMU Office of Sustainability	Service Award	University Level

PUBLICATIONS

OPEN EDUCATIONAL RESOURCE (OER) TEXTBOOKS

Published in Pressbooks

Carly-Miles, Claire, Sarah LeMire, Kathy Christie Anders, Nicole Hagstrom-Schmidt, R. Paul Cooper, and Matt McKinney, eds. *Surface and Subtext: Literature, Research, Writing*, 3rd edition. College Station: Texas A&M University, 2023.

Published in Pressbooks

Cooper, R. Paul, Claire Carly-Miles, James Francis, Jr., Jeremy Brett, Jason Harris, Kalani Pattison, and Melissa McCoul, eds. *Marvels and Wonders: Reading, Researching, and Writing about SF/F*. Pilot edition. College Station: Texas A&M University, 2022).

Open Educational Resource (OER) textbook for courses leading to Science Fiction and Fantasy Minor, English Department, TAMU

McKinney, Matt, Kalani Pattison, Sarah LeMire, Kathy Anders, and Nicole Hagstrom-Schmidt, eds. *Howdy or Hello?: Technical and Professional Communication*. College Station: Texas A&M University, 2020. Winner of the 2021 Texas A&M Sustainability Champion Award in the Team Category. —2nd ed. College Station: Texas A&M University, 2022. <https://pressbooks.library.tamu.edu/howdyorhello/>

ARTICLES

Published

Carly-Miles, Claire, Matthew McKinney, Lori A. Arnold, eds. "Teaching Writing Now: Diversity, Inclusivity, and Social Justice in the Writing Classroom," *Open Words: Access and English Studies* Vol. 12, December 2021. WAC Clearinghouse <https://wac.colostate.edu/openwords/>

SERVICE

2024	Member, Promotion Committee for Nicole Hagstrom-Schmidt Wrote teaching report
3/2024	Member, Promoting Arts & Sciences Grant Award Committee
11/2023	Member, Provost's APTF Teaching Excellence Award Selection Committee

9/2022-present	Chair, English Dept. Diversity Committee, TAMU Focus on departmental climate and improving morale among all members; established two Pocket Pantries to assist undergraduate and graduate students with food insecurity.
9/2022-present	Member, Transformational Teaching and Learning Conference Steering Committee
9/2022-5/2023	Member, College of Arts and Sciences DEI Committee, TAMU Focus on encouraging and evaluating grant proposals for research and programs to improve campus climate.
9/2022-5/2023	Member, Job Search Committee for Writing Programs Administrator/Rhetoric, English Dept. TAMU has been without a Writing Programs Administrator for the past ten years; The search for and successful hiring of a tenure-track WPA puts us on the path to develop our Writing Programs further and faster, thus making us more competitive with similar R1 institutions.
9/2021-present	Member, Science Fiction/Fantasy OER Committee, English Dept. Participate in editing and writing material for this OER to be used in conjunction with and in support of the advent of the English Department's minor in Science Fiction Studies; the text provides support for new and experienced instructors, alike
9/2021-5/2022	Member, English Dept. Diversity Committee, English Dept. Participated in discussions and activities to improve department climate
5/2021-7/2021	Member, Job Search Committee, 4 Lecturer Positions Focus on growing the APT faculty pool of excellent instructors for writing courses (ENGL 104, 203, and 210), thus strengthening our existing Writing Programs
1/2021	Member, Thrive 2025 Strategic Planning Workgroup Enhance Teaching and Student Success, TAMU College of Liberal Arts
1/2021-present	First Editor, <i>Surface and Subtext: Reading, Research, Writing</i> , English Dept. Wrote sections of and edited all chapters of OER geared to introducing students to literary concepts and work, as well as to providing a strong teaching resource both new and experienced instructors; continue to edit and revise this OER in order to publish it opening in Pressbooks by Spring 2024
10/2020-5/2021	Panel Organizer, <i>Teaching Writing Now: Diversity, Inclusion, and Social Justice in the Writing Classroom</i> Panel bringing together well-known scholars in the field of technical writing, English Dept.
10/2020-12/2020	Organizer, Walking Team for Walk Across Texas/Suicide Prevention & Awareness, English Dept.
9/2020-present	Chair, Ad Hoc Readings Advisory Committee, English Dept. Locate, review for quality, and curate open-access and/or unrestricted borrowing licensed materials for use in literature courses; materials made available in a libguide for ENGL 203 that can be viewed here
9/2020-present	Chair, 203 Ancillary Materials Committee, English Dept. Focus on generating and curating teaching materials to support new and experienced instructors; materials include assignments, powerpoint slides, small-group/discussion assignments, multimodal group and individual assignments
9/2020-8/2023	Member, Core Curriculum Council, TAMU Evaluated ~50 courses for fulfillment of Core Curriculum requirements
9/2020-5/2021	Member, Job Search Committee, TT Assistant Professor Position for 210 Small Course Initiative, English Dept.
9/2020-5/2021	Member, Job Search Committee, Instructional Assistant Professor for 210 Small Course Initiative, TAMU
8/2020-8/2023	Senator, College of Liberal Arts/College of Arts and Sciences, Faculty Senate, College and TAMU Represented the College in discussions and voting regarding shared governance
1/2020	Participant, Thrive 2025 Strategic Planning Summit, College of Liberal Arts
1/2020-present	Contributing Editor, <i>Howdy or Hello? Technical and Professional Communication</i> , English Dept. Support of primary editors and writers of 210 OER
2019-20, F2022, F2023	Instructor, Hullabaloo U, TAMU First-Year Experience course One-hour course dedicated to forming lasting mentoring relationships with

	students; covered topics include work-life balance, healthy choices, healthy relationships, respect and inclusion, time management, study skills, university resources and how to access them, and voting information
9/2019-5/2023	Member (elected), University-Wide APTF Committee, TAMU Participated in discussions concerning APTF concerns such as equity and job security
9/2019-5/ 2021	Member, Diversity Symposium Committee for <i>Teaching Writing Now: Diversity, Inclusion, and Social Justice in the Writing Classroom</i> Participated in organization and moderation of panel on Technical Writing and social justice
1/2019-5/2021	Primary Faculty Advisor, Student Organization—Liberty in North Korea (LiNK) Provided support for this student organization, including fund raising
9/2019-8/2020	Member (elected), English Department Diversity Committee
5/2019-7/2019	Member, Job Search Committee, 1 Lecturer Position
9/2018-present	Aggie Allies, TAMU LGBTQ+ Pride Center, TAMU Completed training in order to better support students
9/2018-8/2022	Chair, 210 OER and Revision Committee, English Dept. Focus on drawing together and providing opportunities for collaboration among APT faculty in the revision of curriculum for English 210 and in the forming of the 210 OER
10/2017	Speaker, Brown Bag Pedagogy Presentation, TAMU Department of English
9/2017-8/2020	Representative (elected), TAMU Liberal Arts Council

PROFESSIONAL MEMBERSHIPS

Association of Teachers of Technical Writing
College Composition and Communication
Modern Language Association
National Council of Teachers of English

PROFESSIONAL PRESENTATIONS

NATIONAL CONFERENCES

4/2024	“Mr. Darcy and AWOL Nation: Combining Text, Music, Image, and Humor,” Presentation as part of the Teacher-to-Teacher event, Conference on College Composition and Communication, In-Person
5/2022	“Grading Contracts for Equitable Learning,” Presentation with Kimberly Clough, Pre-recorded panel, Conference on College Composition and Communication, Virtual
11/2021	“OER: Tools for Equity in Writing Programs,” On-demand virtual roundtable with Terri Pantuso, Sarah LeMire, Nicole Hagstrom-Schmidt, Kathy Anders, and Matt McKinney, National Council of Teachers of English Conference, Virtual
10/2021	“A Tough Nut to Crack: Developing an OER for Literature Courses,” Pre-recorded panel presentation shown live; with Sarah LeMire, Kathy Anders, R. Paul Cooper, and Fran Thieman, Virtual Open Education Conference
4/2021	“Establishing Instructor Ethos Online and Using OERs: Special Challenges,” presented with Nicole Hagstrom-Schmidt, Conference on College Composition and Communication, Virtual

TAMU CONFERENCES

5/2022	“Allyship and Applying the Ethics of Care,” Standing in Solidarity Against Anti-AAPI Racism: A Symposium, Virtual
5/2022	“Changing the Curriculum Using Open Educational Resources (OER): A User Manual,” Pre-recorded panel presentation, Transformational Teaching and Learning Conference, Virtual
6/2021	“Technical and Professional Communication (TPC), Instructor Training, and OER,” Roundtable, Virtual Library Conference, TAMU System
4/2021	“Using OER in Multi-Section Writing Courses,” Table Talk, Transformational Teaching and Learning Conference, Virtual

PROFESSIONAL DEVELOPMENT

1/24-12/24	Student, Open Educational Practices, Open Education Network, University of Minnesota. Certificate completed for 15-week course on open educational pedagogy practices
3/2024	Attendee, “Recognizing and Naming Discomfort: Teaching the Controversial and Unfamiliarity,” Teaching Democracy, Massachusetts Maritime Academy-sponsored virtual talk and workshop
1-3/2024	Student, “Open Access Pedagogy” online course, University of Minnesota
10-11/2023	Attendee, ACUE-Creating and Inclusive and Supportive Online Learning Environment, TAMU Successfully completed 8-week course/micro-credential
9-10/2023	Attendee, ACUE-Inspiring Inquiry and Life-Long Learning, TAMU Successfully completed 8-week course/micro-credential
1-3/2023	Attendee, ACUE-Promoting Active Learning, TAMU Successfully completed 8-week course/micro-credential
11/2022	Attendee, Transformational Teaching and Learning Workshop: E.N.G.A.G.E Your Learners, TAMU Two-hour workshop
9-12/2021	Attendee, ACUE-Inclusive Teaching for Equitable Learning (ITEL), TAMU Successfully completed 8-week course/micro-credential
12/2020	Attendee, Facilitating Proactive Dialogues in Teaching and Learning—TAMU Center for Teaching Excellence 1.5 hour workshop
11/2020	Attendee, STRIDE workshop training, TAMU Two-hour training in best practices in participating on a job search committee
11/2019	Attendee, UDL-izing Best Practices to Enhance Learner Success and Engagement workshop, TAMU Center for Teaching Excellence
10/2018	Attendee, TAMU Center for Teaching Excellence, “Practice, Practice, Practice: Designing In-Class Preparation for Projects, Papers, and Exams”
6/2018	Attendee, Digital Humanities Summer Institute, University of Victoria, Victoria B. C. Completed “Digital Pedagogy” course focused on implementing multimodal, digital platforms in the classroom
1/2017	Trainee, Blackboard Collaborate Ultra Training in the use of Bb Collaborate to enhance online learning
1/2017	Trainee, Green Dot Training in the early prevention and detection of sexual assault
1/2017	Trainee, Step In/Stand Up Training in assisting students who have experienced sexual assault

GRANTS (INTERNAL)

9/2021-12/2024	UPREP Awards (6 semesters, total), English Dept., TAMU Awarded for mentorship of an undergraduate student in the English major, specifically in working on the English 203 OER. \$7500 total (students awarded \$750 each semester; mentor awarded \$500 each semester)
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- 9/2020-5/2021 Glasscock Small Writing Group Grant, TAMU Glasscock Center for the Humanities
Awarded to conduct APTF Writing Group, resulting in conference presentation at national
conference \$250
- 9/2019 H3I: High Impact Instructional Innovation Grant, College of Liberal Arts
For Curriculum Development and OER for English 210 TAMU College of Liberal
Arts \$10,000