

**MARIANNE E. LAYER**  
(Formerly Marianne E. Wilson)

**EDUCATION**

**Master of Arts-** English (Community College Teaching of). Michigan State University. East Lansing, Michigan. 1991 (Includes coursework in college teaching of reading, writing and literature)

**Bachelor of Arts-** English. Michigan State University. East Lansing, Michigan. 1985

**Areas of Concentration/Research-** Community College Teaching, Minority literature, Holocaust literature, Women's studies, and Composition and Rhetoric.

**EXPERIENCE**

**Full-Time**

**Professor of English-**Grayson College, Denison, Texas. (2017-present) Responsible for instructing students in composition I, composition II, and American literature (online using Canvas and in the traditional classroom).

**Dean for Transfer and Pre-Professional Programs-**New River Community and Technical College, Beaver, West Virginia. (2014-2017) Responsible for supervising all transfer and pre-professional programs offered on four campuses and external sites throughout nine counties in southeastern West Virginia. Responsibilities include leading, mentoring, and evaluating full-time and adjunct faculty; hiring, mentoring, and evaluating department chairs; ensuring course sections are fully staffed with qualified instructors; preparing and implementing assessment plans; proposing and managing curriculum changes; serving on college-wide committees; helping develop articulation agreements between New River CTC and four-year institutions; creating programmatic changes in line with “Co-requisite of Scale”, Guided Pathways, and Complete College America initiatives resulting in improved student performance and persistence; developing and implementing criteria for Prior Learning Assessment; creating reports for the Higher Learning Commission; mediating and resolving issues between students and faculty; revising academic programs and courses to better fit the needs of twenty-first century community college students transferring to four year colleges and universities, and workforce, certificate, and Associate of Applied Science students; providing leadership to Allied Health programs seeking accreditation; creating, nurturing, and renewing community and education partnerships; guiding and encouraging new grant initiatives, while providing collaborative oversight to DOL, TAACT, WV Advance, and other grants awarded to the college; collaborating with the Chancellor’s Office (WVCCTC) on initiatives; and working in concert with the Vice President for Academics to ensure program reviews, strategic plans, and course and program assessment are developed and continuously implemented.

Taught composition I, composition II, and American literature using Blackboard.

**Dean-**Communication and Humanities, Collin College, Spring Creek Campus, Plano, Texas. (2009-2013) Responsible for supervising 7 academic areas and 1 Workforce Program, the Spring Creek Writing Center, the District On-Line Writing Center, three academic labs, two office personnel, five student workers, thirty or more lab assistants/tutors, 50 full-time faculty, and over 100 associate faculty, including hiring, mentoring and evaluating new personnel; evaluating full-time faculty; ensuring department chairs have staffed all course sections; preparing division strategic plans; evaluating outcomes data; proposing schedule changes in order to accommodate increased enrollment; listening to and solving student and instructor complaints; developing and monitoring division and department budgets; serving on college wide committees; monitoring assigned dual enrollment courses; conducting meetings with chairs, full-time faculty, and associate faculty; evaluating scholarship applications; revising office processes for efficiency; co-chairing SACS reaffirmation sub-committee; and ensuring that faculty and division accomplishments are recognized. Promoted full-time faculty involvement in both dual credit and learning community courses.

Also responsible for teaching one or two on-line English composition courses each semester using Blackboard and advising students in the Interpreting Program.

**Chair-** Division of Languages and Literature, College of Southern Maryland, La Plata, MD. (2007-Present) Responsible for supervising (at four locations) 26 full-time instructors, 75 part-time instructors, and two office workers, 8 degree programs(including the Arts and Sciences degree) and the *Connections* program and literary magazine; hiring, mentoring and evaluating new personnel; providing instructors for 280 sections each semester; preparing department strategic plans, unit and outcomes assessment plans, quality improvement plans, instructor position descriptions, and the department budgets; listening to and solving student and instructor complaints; serving on Academic Council, Strategic Enrollment Management Council, Joint Chairs Council, and numerous committees; providing coverage for absent instructors; teaching at least one course a year; adding sections and mini-sessions to the department's on-line course offerings; conducting pre-semester department meetings; analyzing, correcting and changing course masters for accuracy in the new catalog; designing two hybrid literature courses; and updating communication mechanisms used by the department: e-mail, web pages, telephone protocols.

**Achievements: (2007-2008)** Re-designed course offerings to fit new academic calendar and student needs for four campuses; revised faculty evaluation instrument to ensure honest and thorough assessment; raised COMPASS testing scores for placement in writing and reading, raised the scores for CLEP and AP credit in composition, literature, and foreign languages; developed and implemented honors sections of composition and literature courses; represented the academic side of the college by leading the department activities for "The Big Read" grant project, which included providing regional essay and poetry contests, county level discussion groups, and achieving faculty approval to use the novel as a requirement in reading and literature courses; redesigned developmental courses by adding levels to better serve the students and improve retention: implemented standardized exit testing for developmental courses; expanded course offerings in Communication; developed program specific articulations

between the college and county public schools and the college and universities; designed and implemented “green” office procedures; collaborated with Director of Student Services to pilot a learning community at Prince Frederick; and implemented the use of program and area coordinators within the division.

**Professor of Languages and Literature/Co-Director of Writing Center-** Division of Languages and Literature, College of Southern Maryland, Prince Frederick Campus, Prince Frederick, MD. (August 2004-2007) Responsible for instructing students in the areas of composition and rhetoric, literature, business and technical writing, and communication using on-line, hybrid and traditional delivery (including Ethnic Literature, African-American Literature, Interpersonal Communication, Intercultural Communication), serving on departmental and college-wide committees, and participating in study for outcomes assessment. Also responsible for co-creation, co-development and co-implementation of the Writing Center at Prince Frederick, including hiring and training tutors.

**Assistant Professor of English (Temporary full-time)**- Division of Language, Literature and Philosophy, Armstrong Atlantic State University, Savannah, Georgia. (August 2003-May 2004)

Responsible for instructing students in English 1101: Composition and Rhetoric; English 1102: Literature and Composition; and English 2100: Literature and the Humanities. Piloted Learning Community course combining Composition and Math.

**Associate Professor of English-** English and Humanities Division, Prince George’s Community College, Largo, Maryland. (August 2001-2003)

Responsible for instructing students in English 100-Fundamentals of English Composition; English 100-On-line (using Blackboard); English 101-Composition 1; English 101i (for ESL students); English 101H Honor’s Composition; and English 102- Introduction to Literature. Also responsible for serving on the administrative board of the College English Association-Maryland Chapter, on a review committee which is developing the standards for teacher education certification and re-certification, on Middle States Assessment Committee, on English 102 Assessment committee, and English 100 Standards committee.

**Coordinator of English Component-** Division of Learning Support, Savannah State University, Savannah, Georgia. (1999-2001)

Responsible for coordinating full and part-time English instructors and lab personnel, scheduling exit essay testing, coordinating assessment of essays, designing curriculum, developing course handbook, developing and implementing policies, serving on university committees, developing teaching and learning

projects, assisting with the budget, policies and design of a new department, and analyzing student performance for outcomes assessment and editing the SACS report.

**Assistant Professor of English**- Savannah State University, Savannah, Georgia. (1996-2001)

Responsible for instructing students in Fundamentals of English, Composition I, Composition II, Freshman Experience, and Speech I. Introduced the use of Newsweek in the classroom to component and division, established mid-term evaluation criteria, revised or designed exit essay topics, and revised curriculum. Additional duties include advising students, serving as advisor to sophomore class (1999-2000) and serving on department tenure and promotion committee, university advising committee as recorder, faculty senate, university computer utilization committee, faculty grievance committee, and university curriculum committee. Received Board of Regents Teaching and Technology grant (1998-1999) and chosen as participant in faculty development seminar (Fall 1998). Also responsible for designing a WEB-CT course and advising other faculty and graduate students on WEB-CT design.

**Full Time Communications/Humanities Instructor**- Owens State Community College, Toledo, Ohio. (1993-1996)

Responsible for instruction of students in Composition I and II, Literature of American Minorities, and composition telecourses. Developed and taught new curriculum: Literature of the Holocaust, Journalism I and Journalism II. Additional duties included advising students, serving on outcomes assessment, curriculum and multi-media classroom committees, and designing and drafting a proposal for a student newspaper. Presented at a WAC workshop and chaired regional prepared speech competitions.

**Assistant Professor of Communications/Humanities**- Mohawk Valley Community College, Utica, New York. (1991-1993)

Taught composition, literature, and basic English in traditional classrooms and in the NY state prison system. Assisted in the development and implementation of the Computer classroom for composition, literature and basic English courses. Advised students and served on various committees.

### **Part-time**

**Adjunct Instructor-English**, Montgomery College, Germantown, Maryland (2004)

**Adjunct Instructor-English**, Henry Ford Community College, Dearborn, Michigan. (1994-1995)

**Adjunct Instructor-English**, Mid-Michigan Community College, Harrison, Michigan. (1990-1991)

### **Community Outreach**

United Way-Southern West Virginia-(2015)  
YMCA-Raleigh County (2014-Present)  
Collin Serves: 2012 Homeless Count-Collin County, Texas  
Relay for Life (American Cancer Society) 2004-Present  
Christmas in April (Prince George's County) 2006, 2007  
Hospice Savannah, GA 2003-2004  
Tutor Coordinator (Project READ) 2000-2001  
Greenbriar Children's Center (2001)  
Instructor (Upward Bound) (1998)  
Savannah State University TRIO (1999-2000)  
(1999-2000)  
Guest Lecture on the Holocaust: Armstrong Atlantic State University  
(1998)  
Windsor Forest High School (1999)  
Advanced History Classroom  
Web Page Design Windsor Forest High School (1999)  
Advanced Economics Classroom

### **Association Membership**

Texas Community College Instructional Administrators  
National Council Teachers of English  
College Composition and Communication Conference  
Community College Humanities Association  
Community College Humanities Association: Southwest Chapter  
Mid-Atlantic Association of Writing Center Administrators