

Elizabeth Burrows - Section on Service

In this section, I will summarize my service to the program, the department, and the university. For full-time lecturers, service accounts for 15% of the annual report/review. Although our expectations of service are relatively low, I am always one to volunteer to do service for the composition program, the department, and the university. Like Amy Locklear, who I work with frequently, the service I do is part of the connection to the job and to the field. It is also a way to connect with those outside my field so that we may learn from each other. As you will see in the letters from Carolyn Rawl and Amy Ingram, I am actively involved in many sectors of campus not just the composition program.

Composition Program

- Since I began working at AUM, I have been heavily involved with professional development. In fact, soon after I was hired, I became the Colloquium Coordinator, scheduling and running the program's pre-fall training and professional development throughout the semester. This often required coordinating with other campus units like Title IX, the Center for Disability Services, and the Learning Center (they came to speak at our events and trainings). I have included one of our pre-fall training schedules to support this.
- I have also been a part of several curricular pilot programs, including an experiment using iPads in the classroom. These pilot programs span the composition courses and often led to curricular changes.
- In order to teach online, I became certified through FDI, and I have attended regular training sessions to keep my certification, which is now extended to December 2020. I have included an email confirmation for one of my most recent trainings to support this. In fact, one of the documents used in the newest iteration of training is one I gave them. I had been doing research on online pedagogy and visited another university to meet with their online institute trainer.
- Other service initiatives are listed in my CV and referenced in the Recommendation Letters included in this packet.

Department & University

- Dr. Harris-Fain, Dr. Havard, and Dr. Mina can attest to the number of times I have volunteered to serve on department committees, and I have been selected for several over the years including hiring and scholarship committees. I see this as a valuable use of my time in service to the department and to our students.
- In addition to being trained with FDI, I also regularly participate in their events. In fact, I will be hosting a talk about communicating with students in and out of Blackboard on October 2, 2018. This was requested by Carolyn Rawl after the success of my flash talk last year.

Community

- I have don't have as much community service as I would like, but I plan to do more. For a couple of years I served as one of Auburn University's Honors College mentors. The Honors College would assign one of their students who was majoring in English to work with me. We would have regular conversations in person and online, and I opened my classroom to them so they could see what being an academic was about. I shared research methods and materials in the hopes that they would be more prepared for their chosen career.
- I also gave a talk at MAO in Montgomery about email etiquette and rules about HIPPA. That talk was so successful that a professor from UAB, who was in attendance, asked me to give that same talk for his department. I was also approached by HospiceLink in Birmingham to give the same talk. Both of these have yet to be confirmed but are still active.