

## **GAYLE WILSON GRIGGS**

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### **EDUCATION**

- Ed.D. Instructional Technology and Distance Education, April 2011, Nova Southeastern University, FL
- M.A., Communication Arts - Radio, Television, Film, June 1980, University of Texas at Austin; Minor in Education
- B.A., Spanish, June 1977, Austin College, Sherman, TX

### **PROFESSIONAL EXPERIENCE**

- University of Puerto Rico at Mayaguez, 2001 to present (Assistant Professor)
- Associate Director, Department of English, January 2007 to August 2010
- Lola Rodriguez de Tió High School, 2001 (High School English Teacher)
- Colegio San José, San Germán, 1991 to 1993 (High School English Teacher)

### **UNIVERSITY COURSES TAUGHT**

- INGL 3250 – Public Speaking, 2002 to present
- INGL 3231 – English Expository Writing, 2001 to present
- INGL 6996 – University Teaching Development (UTD) GTA Coordinator, 2007 to 2009
- INGL 3318 – Caribbean Literature, Summer 2008
- TADS (Teacher Assistant Development and Support) Coordinator, 2006 to 2007
- INGL 3103 & 3104 – Intermediate English Composition I & II, 2001 to 2004

### **MEMBERSHIP IN DEPARTMENTAL COMMITTEES**

- Member, Search Committee for Permanent Director, Department of English, Semester II 2012
- Chairperson, Personnel Committee, 2011 to present
- Member, Personnel Committee 2010 to present
- Member, Ad Hoc Undergraduate Committee, August 2011 – present
- Member, Curriculum Committee, 2010 to 2011
- Undergraduate Student Academic Counselor, 2003 to 2010
- Chairperson and Member, Orientation Committee, 2003 to 2010
- Member, Writing and Communication Sector, 2006 to present
- Member, Graduate Committee, 2006 - 2007
- Co-Chairperson and Member, TEC Committee, 2005 to 2007
- Chairperson, Grievance Committee, 2005 to 2006

## **MEMBERSHIP IN INSTITUTIONAL COMMITTEES**

- Member, *Comité para la Elaboración del Reglamento de la Facultad de Artes y Ciencias*, 2009 to 2011
- Member, Title V Proposal Committee of the Dean of Academic Affairs: “Promoting Post Baccalaureate Opportunities for Hispanic Americans,” 2009 and 2010
- Member, FIFE/BEAMS Committee, 2008
- Member, Seed Money Proposal Committee of Arts & Sciences, 2006

## **UNDERGRADUATE AND GRADUATE STUDENT REPRESENTATION**

- Committee Member, Masters Thesis, Jeanette Pérez, Department of English 2011 to 2012
- Graduate Representative, Masters Thesis, Yashira Estrada, Marine Sciences, May 2011
- Graduate Representative, Masters Thesis, Yelitza Ayala, Department of Hispanic Studies, May 2010
- Committee Member, Masters Thesis, Virginia Figueroa, Department of English, 2008 to 2009
- Advisor, RUMEGA (Graduate Student Organization), 2006 to 2010
- Advisor, L3 (Linguistics, Language, and Literature Association), 2009 to 2010

## **MEMBERSHIP IN PROFESSIONAL SOCIETIES**

- Member, Puerto Rico TESOL, 2001 to present
- Member, Modern Language Association, 2002 to present
- Member, AECT (Association of Educational Communication and Technology, 2005 to present
- Member, AACE (Association for the Advancement of Computing in Education, 2005 to present

## **PUBLISHED ONLINE WRITING MODULES**

- “Evaluating and Distinguishing Primary and Secondary Source Material,” published August 29, 2011 (ConneXions – cnx.org)
- “Prepositions of Time and Place,” published July 13, 2011 (ConneXions – cnx.org)
- “Pronoun Antecedent Agreement,” published July 13, 2011 (ConneXions – cnx.org)
- “The Six Tenses of Simple and Perfect” published July 13, 2011 (ConneXions – cnx.org)

## **PRESENTATIONS & COORDINATED ACTIVITIES**

- Presentation and Workshop to Phi Alpha Delta students: “Public Speaking Skills,” March 8, 2012
- Presentation and Workshop for CIVIS English Writing Center Tutors: “Writing in the Disciplines Modules,” January 13, 2012
- Presentation and Workshop for Phi Alpha Delta students: “Skills, Characteristics, and Tips to Effective Public Speaking,” November 17, 2011
- Presentation and Workshop for UPRM professors: “Writing in the Disciplines Modules,” November 8, 2011
- Presentation and Workshop: “Effective Interview Skills,” September 22, 2011
- Presentation and Workshop: “Effective Resume Writing,” September 20, 2011

- Tutor Orientation and Training for Job Fair Workshops, September 16, 2011
- Co-Presentation and Workshop: “CIVIS Student and Tutor Orientation,” August 9, 2011
- Presentation and Workshop for Chemistry Graduate students: “Grammatical Usage: Punctuation, Adverbials, and Relative Pronouns,” May 18, 2011
- Presentation and Workshop for Psi Chi and Golden Key students: “Public Speaking Skills,” March 15, 2011
- Presentation and Workshop for Biotechnology students: “Oral Communication Skills: Developing your Voice,” March 11, 2011
- Presentation and Workshop with Lockheed Martin staff: “Successful Interview Techniques,” March 1, 2011
- Presentation and Workshop with Lockheed Martin staff: “Preparing a Professional Resume,” February 24, 2011
- Tutor Orientation and Training for Lockheed Martin Workshops, February 22, 2011
- Presentation and Workshop: “Effective Writing Strategies,” December 13, 2010
- Presentation and Workshop for Civil Engineering students: “Basic Writing Principles and Oral Communication Skills,” December 7, 2010
- Presentation and Workshop for Biology professors: “Scientific Writing,” November 4, 2010
- Presentation and Workshop for Chemistry Graduate Students: “Oral Presentation Skills,” November 1, 2010
- Presentations and Workshops: “Advanced Interview Techniques,” “Advanced Resume Writing Techniques,” and “Advanced Presentation Techniques” in coordination with Lockheed Martin, September 28, September 30, and October 19, 2010
- Presentation and Workshop for Graduate Students in Chemistry: “Scientific Communication in QUIM 8008-100,” October 18 and October 25, 2010.
- Co-Master of Ceremonies, *Homenaje a Estudiantes del Cuadro de Honor de Artes y Ciencias*, April 6 and April 7, 2010
- Co-Organization and Coordination of the RUMEGA Colloquia presented by students and faculty members: “Being a Teacher: Putting Theory into Practice” on October 2, 2009 in Ch-319 and “Processes, Roles and Plausible Thesis Topics” on October 30, 2009.
- Co-Organization and Coordination of “Meet and Greet Orientation and Reception” to MAEE graduate students on September 25, 2009 from 4:30 pm to 6:00 pm in Ch-319.
- Co-Presentation and Workshop: “Effective Résumés & Cover Letters” to the institutional community in collaboration with Lockheed Martin on September 24, 2009 in Stefani 303-304.
- Co-Organization and Orientation: “Undergraduate Gathering” to English majors on September 17, 2009 in Ch-324.
- Co-Presentation and Workshop: “Advanced Interview Techniques” in collaboration with Lockheed Martin to the institutional community on September 3, 2009 in Ch-123, 124, and 125.
- Presentation and Orientation to graduate teaching assistants: “GTA Orientation” from 8:00 am to 1:00 pm in Ch-319 on August 10, 2009.
- Presentation and Orientation: “Freshman Gathering” to incoming English majors from 8:00 am to 1:00 pm in Ch-324 on August 5, 2009.
- Co-Organization and Coordination of “4<sup>th</sup> Breakfast of Champions” for graduating BA and MAEE students from the Department of English on May 22, 2009 in Ch-319.

- Co-Organization, Co-Presentation, and Coordination: “Student Honor Roll Activity for the Departments of English, Hispanic Studies, and Humanities”, which took place on May 7, 2009 in *Figueroa Chapel*.
- Co-Organization and Coordination of Department of English participation in the *Relevo por la Vida* that took place at the *Pista Sintética* on May 2 and May 3, 2009.
- Co-host for the “3<sup>rd</sup> Faculty Get-Together” of the Department of English on April 17, 2009 from 8:30 am to 3:30 pm in the Darlington Building.
- Co-Organization and Collaboration in Workshop: “Practice Your Interview Skills” for the institutional community on February 24, 2009 in Ch-118.
- Co-Organization and Orientation: “Undergraduate Student Orientation” for English majors in Ch-324 on February 17, 2009.
- Co-Organization and Presentation: “TADS Workshop Sessions” to graduate teaching assistants of the Department of English on January 13, 2009 from 8:00 am to 12:00 noon in Ch-324.
- Co-Organization and Coordination of the *Casa Abierta* that took place in the Coliseo Rafael Mangual on November 21, 2008. This activity welcomed and provided orientation about our English program to high school students from around the island.
- Co-Poster Presentation: “Past, Present, and Future Strategies for Retention, Graduation, and Academic Progress of Our Students” for the *Taller de Tasas de Retención* on October 24, 2008 at the *Casa del Ingeniero*.
- Co-Presentations and Workshops to the institutional community: “Résumés and Cover Letters” and “Interview Skills” provided to students on September 16 and September 25, 2008 in preparation for the Job Fair. The activities were offered in Ch-118.
- Co-Presentation and Orientation to undergraduate English majors: Undergraduate Gathering: Getting to Know your Department” on September 18, 2008.
- Co-Presentation and Orientation to graduate students of the Department of English: “Meet and Greet” on September 12, 2008 in Ch-326 .
- Co-Presentation and Orientation to incoming freshmen, “Prepa Encounter”, July 31, 2008 in Ch-324
- Presentation and Orientation to graduate teaching assistants: “TADS Encounter” and “WebCT”, Ch-324 on July 30, 2008.
- Co-Organization and Coordination of “3<sup>rd</sup> Breakfast of Champions” for graduating BA and MAEE students from the Department of English on May 19, 2008 in Ch-319.
- Co-Organization and Coordination of Department of English participation in the *Relevo por la Vida* that took place at the *Pista Sintética* on April 26 and 27, 2008.
- Co-Presentation and Workshop: “Perfect Your Résumé” offered to the institutional community on April 22, 2008 in Ch-118.
- Co-host for the “2<sup>nd</sup> Faculty Get-Together” of the Department of English on April 4, 2008 from 12:00 noon to 3:30 pm in the Darlington Building.
- Co-Presentation and Workshop: “How to Cope with Dinner & Lunch Interviews” to the general institutional population on March 25, 2008 in the *Sala Wong*.
- Collaboration with EDSA (English Department Student Association) members at the “Young Author’s Fair”, an activity that included 3<sup>rd</sup> to 6<sup>th</sup> graders from Mayaguez schools. The activities took place on March 15, March 29, and April 5, 2008 in Ch-318 and the *Centro de Estudiantes*.

- Co-Organization and Coordination of the *Casa Abierta* that took place in the Coliseo Rafael Mangual on March 14, 2008. This activity welcomed and provided orientation about our English program to 9<sup>th</sup>, 10<sup>th</sup>, and 11<sup>th</sup> graders from around the island.
- Co-Presentation and Workshop: “Prepare for Internship or Co-op Experience” offered to the institutional community to practice interview and presentation strategies, February 28, 2008 in Ch-118,
- Co-Presentation and Orientation to undergraduate students: “English Undergraduate Student Gathering: An Orientation and Reception for Undergraduate Students and Departmental Faculty” on February 26, 2008 in Ch-324.
- Co-Presentation and Orientation for graduate students, “Completing your MAEE Degree: An Orientation and Reception for Graduate Students and Departmental Faculty” on February 8, 2008 in Ch-318.
- Presentation to graduate teaching assistants: “WebCT and the Assignment Drop Box” on January 8, 2008.
- Co-Organization and Coordination of “2<sup>nd</sup> Breakfast of Champions” for graduating BA and MAEE students from the Department of English on December 13, 2007 in Ch-319.
- Co-host for “1<sup>st</sup> Faculty Get-Together” of the Department of English on November 13, 2007 from 8:00 am to 3:00 pm in the Darlington Building.
- Co-Organization and Coordination of *Green Pass* activity, *Día de Acercamiento a los Estudiantes de Nuevo Ingreso*, October 19, 2007 in the Coliseo Rafael Mangual.
- Co-Presentations and Workshops to prepare students for the Job Fair: “Practice Interview Skills”, September 25, 2007 in Ch-118; “Perfect your Résumé”, October 2, 2007 in Ch-118.
- Welcoming Remarks: “Graduate Student Reception and Orientation”, August 24, 2007 in Ch-324.
- Co-Presentation and Orientation to undergraduate English majors, August 16, 2007.
- Co-Presentation and Orientation to incoming freshmen, August 1, 2007.
- Orientation and Workshop sessions given to graduate teaching assistants on July 30 and 31, 2007 in Ch-324: “Roles, Responsibilities, and Privileges of TAs” & “WebCT Workshop”.
- Co-Organization and Coordination of “Breakfast of Champions” to honor undergraduate and graduate students who completed their degrees, May 11, 2007 in Ch-319.
- Presentation to Business Administration (ADEM) students: Offered 2 hours on “Public Speaking Do’s and Don’ts” in AE 112 A, B, & C, April 25, 2007.
- Presentations & Workshops to Yauco English Teachers of Excellence (AFAMaC): Offered 25 hours of workshops to Luis Muñoz Marín High School English teachers in M-119 and at Luis Muñoz Marín High School in Yauco.
  - February 10, 2007: Creating Teaching and Learning Portfolios I
  - March 10, 2007: Listening Levels & Impromptu Speaking
  - March 24, 2007: Creative Writing Strategies
  - March 31, 2007: Essay Writing Organization; Web Page Creation
  - April 21, 2007: PowerPoint Creation
  - April 28, 2007: Creating a Syllabus
  - May 5, 2007: Creating Teaching and Learning Portfolios II
- Coordinated and Presented “Undergraduate Student Orientation” for English majors, February 13, 2007 in Ch-324.

- Presentation: “WebCT Design” to faculty and TAs who teach INGL 3103-3104: Intermediate Composition, on February 1, 2007 in Ch-318.
- Presentation and Workshop for AGEP (Alliance for Graduate Education and the Professoriate): “The Power of Communication for Professional Success”. Offered 4 hours of presentations and workshop activities in effective communication strategies to graduate students. This activity took place in the *Sala Eugene Francis* on October 24 and November 7, 2006.
- Presentations and Workshops to Yauco English Teachers of Excellence (AFAMaC): Offered 10 hours of presentations and workshops to Luis Muñoz Marin High School English teachers.
  - May 6, 2006: Multi-Media Presentations with PowerPoint
  - May 20, 2006: Course Management Systems
  - May 20, 2006: Correcting Using “Track Changes”
  - May 20, 2006: The Do’s and Dont’s of Public Speaking
- Presentation and Workshop for Solar Decathlon 2007: Offered 3 hours on “Public Speaking” to 60 students participating in the Solar Decathlon 2007 in the *Sala Eugene Francis*, April 11, 2006.
- Presentation to graduate students enrolled in INGL 6010: Offered 2 hour presentation, “PowerPoint for Classroom Use” in Monzón 107, March 27, 2006.
- Video Presentation: Presented self-produced and directed video, “Course Management Systems” to students on March 21, 2006 in SH-204.
- Panelist and Presentation for IDEAL Forum: *Calidad y Efectividad de la Educación en Línea*, “Issues in Distance Education” on March 14, 2006 in Monzón 201.
- Presentation and Workshop: Offered 4 hours of presentations and workshop activities on “The Do’s and Don’ts of Public Speaking” to AGEP (Alliance for Graduate Education and the Professoriate) graduate students, *Sala Eugene Francis*, March 9, 2006 and March 30, 2006.
- Presentation and Workshop in “Conversational English” for Administrative Personnel of the Arts & Sciences Faculty: February 9, 2006.

### PROFESSIONAL IMPROVEMENT WORKSHOPS

- “How to Create Interdisciplinary Programs,” February 25 and February 26, 2012
- “*Taller de Gerencia Académica*,” March 19, 2010
- “Doodle with Moodle! Demystifying the Newest Online Forum for Classroom Teaching,” January 14, 2010
- “*Entrenamiento con Clickers*”: September 18, 2009
- “*Manejo de Cursos en Moodle*”: August 28, 2009
- “*Manejo de Cursos en Moodle*”: August 21, 2009
- “Redefining Bilingual Education in the 21<sup>st</sup> Century”, Western PRATESOL: April 18, 2009.
- “English as a Field of Change and Flow: Contemporary Practices and Research in English Education, Literature, and Linguistics”: February 21, 2009
- “Professionalism and Presentation Skills”: October 17, 2008
- “Writing Personal Narratives”: October 3, 2008
- “IRB Workshop”: April 4, 2008
- “*Ciclos de Avalúo del Aprendizaje del Estudiante III*,” March 28, 2008
- “*Primer Encuentro Relación Estudiante Facultad*”: August 17, 2007
- “Online Course Quality Standards”: May 3, 2007