

CAROLE ALLEN POPPLETON

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EDUCATION

COLLEGE OF NOTRE DAME, Baltimore, Maryland
Certificate in Curriculum Planning and Development,
Projected completion date: January 2011

UNIVERSITY OF ILLINOIS, Chicago, Illinois
M.A., Teaching of English, May 1995

UNIVERSITY OF ALABAMA, Birmingham, Alabama
B.A., English (minor in Sociology), December 1985

SCOTTISH INTERNATIONAL LEARNING CENTRE
Diploma in Teaching English as a Foreign Language, Fall 1991

EXPERIENCE

Academic

THE MARYLAND INSTITUTE, COLLEGE OF ART
English Instructor and ESL Specialist, Aug. 1996-present
International Student Advisor, August 1997-present
Director of the Writing Studio, August 1999 – May 2007
Director, Intensive English Program, August 2008 – present
Teach international *and* mainstream students composition and literature. Instruct students in academic discourse and writing across the curriculum; tutor referrals from all other academic and studio courses. Work in conjunction with Admissions to assess incoming students and Academic Advising to maintain retention, adherence to degree plans and matriculation. Develop curriculum for non-native English speakers and oversee the operations of International Student Advising. Directed the Writing Center for 7 years; hired and trained tutors; chose software and maintained lab systems; adhered to budget and was responsible for growth and development of campus-wide facility. Created and directed an IEP course for summer programs and incoming ESL students (pilot 2008). Develop curriculum; create and issue placement and assessment testing; oversee daily administrative duties.

JOHNS HOPKINS UNIVERSITY - Baltimore, MD
Language Instructor- ESL Intensive, Summer 2004-9
Taught Oral Communications and Reading, Vocabulary and Written Expression and American culture to a diverse populace of non-native English speakers.

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NOTRE DAME COLLEGE – ELI, Baltimore, MD

Language Instructor-intensive courses, Summer 2001&03
Taught composition, reading and conversation classes to intermediate-advanced non-native English speakers.

ESSEX COMMUNITY COLLEGE, Baltimore, MD
English Department Instructor, Sept.1995 - May 1996
Taught composition and ESL courses to a diverse student population. Created course syllabi, lead class discussions on rhetoric, grammar usage and the analyses of texts, and assessed students' work.

TOWSON STATE UNIVERSITY, Towson, MD
English Department Instructor, Sep.1995 - May 1996
Taught freshman composition and developmental writing courses. Evaluated and selected appropriate texts, created syllabi, lead class meetings, assessed students' work, and assisted students individually during office hours.

UNIVERSITY OF ILLINOIS, Chicago, Illinois
English Department Instructor, Academic Year, 1994-95
Taught composition courses to a multicultural student population at urban campus. Developed course syllabi, researched and planned lessons, graded all work. Introduced students to integration of computers and writing across the curriculum. Participated in seminars on teaching basic writers and developing research courses.

JAMES ENGLISH SCHOOL, Niigata, Japan
INTERNATIONAL MASTERS ACADEMY, Niigata, Japan
English Language Instructor, October 1990 - May 1992
Instructed Japanese students aged five to adult in grammar, reading, writing, conversation, and American culture. Planned curricula, taught at both school and company facilities (NEC, IBM, Matsushita). Team taught an eight-month intensive course for Mitsubishi employees on assignment to Saudi Arabia. Assisted in student placement, quarterly evaluations, and the planning of all school sponsored events.

UNIVERSITY OF ALABAMA, Birmingham, Alabama
English Department Instructor 1987 - 1989
Researched, planned and taught composition courses and tutored students individually in the Writing Skills Center. Wrote course syllabi ,lectured on rhetorical modes, graded examinations.

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MEMBERSHIPS& CONFERENCES

Current member of *TESOL* international and the Maryland division of *TESOL* (*MaTESOL*); NWCA (Writing Centers), 1999; Creative Alliance, 1999-2001; Attended *TESOL* Academy Workshops July 1996, June 1997, July 2007; NAFTA conference, September 1997; *MaTESOL* Conference, October 1997, **Guest Presenter**, November 1999, November 2000; Washington division of *TESOL* (*WaTESOL*) conference, November 1998; and *TESOL* National Convention, 1999- 2002, 2005; Cultural Diversity Workshop, University of Baltimore, February 2000, 2001; **MDTESOL Executive Board**, 2000-2003, co-editor of newsletter 2000-03; NWCA National Conference, November 2000; MAWCA Conference, February 2007, **presenter** on Online Tutorial Start-Up; *TESOL* Academy workshop on teaching Vocabulary, June 2007; Maryland Writer' Association (MWA) Baltimore Chapter, 2010.

MARYLAND INSTITUTE COMMITTEE MEMBERSHIPS

International Task Force Committee, 1996-present
Language and Literature Departmental Committee, 1996-present
Liberal Arts Division Core Committee, 1996-99
Grade Dispute Ad Hoc Committee, 1998
Merit Scholarship Committee, 1999, 2007, 2008
Faculty Evaluation, 1997-present
Foundation Advisor and Retention Committee, 1999-present
Academic Resource Alliance Committee, 2002-2005
Diversity Initiative, 2006-8
Editorial Advisor *Formica Magazine*, 2005-2007
Academic Excellence Scholarship Committee, 2007
Faculty Advisor/Curator: "M[URGE]RS": International Education Week Art Exhibit"
November 2007
Cultural Expansion Grant Committee, 2008-9, 2009-10
Faculty Advisor/Curator: "EXPLORERS": IEW Art Exhibition, November 2008
Faculty Advisor/Curator: "Hear My World, See My Voice" IEW November 2009
Faculty Advisor and Editor, MICROCOSM (student-produced magazine) 2009

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PUBLICATIONS & RECOGNITION

Co-Editor of *Forays*, MICA's literary arts magazine, Spring 1998
Japanophile Magazine, Spring 1998, "An Interview with Artist Mark Selander"
Maryland *TESOL*, Spring 1998, *An Activity Lesson Plan*

The Internet *TESOL* Journal, 1998, “*Teaching the Purposes of Discourse*” and “What’s the Truth: An ESL Lesson Plan”

Forays, Spring 1998, two poems published

Finalist in *Maryland Poetry Review*, 1998

The Internet *TESOL* Journal, October 1999, S. Cisneros’ *The House on Mango Street: Experiencing Poetical Prose (essay and lesson plan)*

Professional Development Scholarship recipient, *TESOL 2000*

American Language Review, February 2001, feature article *Music to Our Ears*

Maryland Institute **Lucas Grant** Recipient, March 2001, February 2002, February 2003, Spring 2008

TESOL HEIS newsletter, August 2001, feature article *Writing Centers & ESL Students*

MATESOL newsletter, October 2001, feature article *The Art of Interviewing*

TESOL Conference 2002, **presenter**, “Literature, Creativity, and Bloom’s Taxonomy”

Language Magazine, December 2002, feature article *Synthesizing Learning*

Language Magazine, April 2004, feature article *Writing in Romania: A Teacher’s Adventure in Service*

Baltimore Dog Magazine, Winter 2007, “Good Manners Make Good Neighbors”

Baltimore Dog Magazine, Summer 2008, “Agility Training”

Baltimore Book Festival, October 2008, poetry reading

Cultural Expansion Grant Recipient, April 2009

Language Magazine, April 2009, feature article “*Learning on the Eightfold Path*”

Tennis View Magazine, Summer 2009, “Working the 4 Agreements On and Off the Court”

Baltimore Dog Magazine, Spring 2010, “Mountain Getaway at Wooflands”

Maryland Writers Association, September 2010, reading of creative work at Arts in the Park, Towson Arts Collective

The Dead Mule School of Southern Literature Journal, Fall 2010, “The Queen of Scrabble” (creative non-fiction)

TESOL HEIS newsletter, Winter 2011, feature article “Language Learners and Anxiety: Breathing Techniques for Self-Calming” (proposed publication date Feb. 2011)

Muscadine Lines, A Southern Journal, January-March edition 2010, “Gingham Ducks and Retread Soles” (creative non-fiction) (proposed publication Jan. 2011)

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EXHIBITIONS

Mixed Media Series I, individual art show at Funk’s Democratic, September 1998

Mixed Media Series II, individual art show at Simon’s Pub, November 1998

Maryland Institute, College of Art *Faculty Show*, 1998- 2003, ‘05, ‘08

Paper, Rock, Scissors, works shown at this Baltimore Gallery (February – May 1999)

The Artists of Butchers Hill, featured in Baltimore web site (www.butchershill.org)

Creative Alliance, “*The Big Show*”, September 1999, March 2001

Howard County Council for the Arts show, January 2000

Organic Matters, individual art show at Simon's Pub, Fells Point, December 2000
Butchers Hill House Tour 2001 Brochure / Cover art
Sabbatical Show, MICA, Fall 2004 (photographs of sabbatical in Romania)

COMMUNITY SERVICE

Esperanza Center, volunteer tutor for Latino immigrants, March 2010-present
Baltimore Animal Rescue & Care Shelter, volunteer, March 2010-present
Australian Shepherd Rescue Group, volunteer, 2001 - present
Mt Washington Pediatric Hospital, volunteer, October 2000 - 2009
Artistic Director / Coordinator, Simon's Pub, January 2000 – September 2003

REFERENCES: upon request