

EDUCATION

2000 – 2002	MASTER OF ARTS, COMMUNICATION	WESTERN KENTUCKY UNIVERSITY
	<ul style="list-style-type: none">○ MAINTAINED 4.0 GPA○ INDUCTED INTO PHI KAPPA PHI HONOR SOCIETY	
1991 – 1996	BACHELOR OF SCIENCE, DIETETICS	UNIVERSITY OF KENTUCKY

WORK HISTORY

INSTRUCTOR RANK II & ACADEMIC ADVISOR, WESTERN KENTUCKY UNIVERSITY

July 2017 – Present

As an advisor:

- * Advised approximately 70 PR students each semester during the 2017 – 2018 academic year (including completing change of major forms, catalog year change forms, course substitution forms, helping students to plan their class schedules, and providing assistance with major and minor course planning)
- * Served as Department of Communication advisor for the following TOP sessions: 7/13/17, 7/18/17, 8/10/17, 8/17/17, 4/14/18, 4/20/18, 5/4/18, 6/14/18, and 7/12/18
- * Represented Department of Communication at Head for the Hill event on 2/19/18
- * Completed Tier 1 advisor training during Fall 2017
- * Attended Campus Advising Network sessions on: 9/7/18, 9/28/17, and 10/19/17
- * Attended new advisor training session on May 24, 2017
- * Attended TOP training session on March 24, 2017

As an instructor:

- * Taught four sections of COMM 145 during Spring 2018
- * Taught three sections of COMM 145 & two sections of COMM 263 during Fall 2017
- * Develop hands-on materials for student use that helps them to apply class concepts, such as in-class activities, homework assignments, etc.
- * Dedicate a significant amount of in-class time demonstrating to students how to use the WKU Library Databases, as well as discussing with them strategies for determining whether a specific document is reliable or unreliable, how to identify research in use, how to properly cite sources, etc. Developed specific activities that help them to understand and apply these concepts
- * Utilize technological resources such as Blackboard, Powerpoint, SafeAssign, and GoReact in the classroom to allow students faster and better access to course resources and information

INSTRUCTOR RANK II, WESTERN KENTUCKY UNIVERSITY

(Rank II earned in January 2017)

August 2003 – July 2017

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- * Taught five class sections every semester (typically either four sections of COMM 145 and one section of COMM 263 or three sections of COMM 145 and two sections of COMM 263)
 - * Arranged numerous speakers for my classes such as Study Abroad in 2016-2017, Brian Lee from CTC in Spring 2016, WKU Glasgow campus librarian in Fall 2014, various members of WKU CTC in Fall 2014, etc.
 - * Implemented a flipped model for my COMM 145 and COMM 145B courses where students engaged with the lectures online and spend class time working on activities to apply concepts and better understand course material from Fall 2014-Spring 2017
 - * Offered Communication Workshops for students enrolled in my COMM 145 and COMM 145B classes in the 2013-2014 academic year
 - * Advertised for, hired, and trained 3 COMM tutors for the WKU-Glasgow campus who worked with students from Spring 2012 through Fall 2013
 - * Collaborated with ESLi to bring ESLi and COMM 263 students together to learn first-hand about cultural differences and intercultural communication

PROFESSIONAL DEVELOPMENT

2017-2018 AY:

- * Attended Violence Prevention Training for Department of Communication on 2/27/18
- * Attended Department of Communication event to welcome Dr. Caboni on 10/3/17
- * Attended Green Dot Training on 10/2/17
- * Attended Inclusivity & Diversity lecture on 8/17/17
- * Attended Faculty/Staff Advisor workshop on 8/8/17

Previous academic years:

- * Attended Student Success Summit on January 17, 2017
- * Attended KCA annual conference on September 16-17, 2016 at Knicely Conference Center
- * Attended the "Teaching with Technology: Blended Learning Workshop" held by Dr. Curtis Bonk on 9/25/15 at Knicely Conference Center
- * Attended KCA Annual Convention held on 9/11/15 & 9/12/15 at Montgomery Bell State Park
- * Attend Department of Communication faculty retreat annually to learn and share strategies for strengthening COMM courses, as well as my teaching effectiveness
- * Attend annual COMM 145 & 145B basic course meetings to stay current on information related to my courses
- * Attend the WKU Glasgow campus faculty convocation annually where I learn teaching strategies, campus resources, etc.
- * Attended the presentation entitled, "The Right Message at the Right Time Can Save Lives: Applied Research in Crisis Communication" on 9/29/14
- * Attended the NCA Hope Institute Conference during the week of 7/20/14 where my seminar focuses were on Instructional Development & Teaching Difference Matters
- * Attended the Distance Learning seminar on "Flipped and Blended Classrooms" on 5/1/14
- * Attended the FACET seminar entitled "Helping Students Think: Activities that Engage" on 11/13/12

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- * Attended the Kentucky Communication Association (KCA) Annual Convention in Carrollton, KY on September 21 and 22, 2012
 - * Attended "Let's Talk Business" presentation conducted by Dr. Carl Kell in December 2011
 - * Participated in the FACET Seminar entitled "Preparing to Teach - Academic Dishonesty: What It Is, What Our Students Think, and What We Can Do About It" during the week of 10/10/11
 - * Watched FACET seminar "Active Learning with MicroActivities" in Spring 2011
 - * Watched "Legal & Ethical Issues in the Classroom", a FACET seminar in Spring 2011
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**SERVICE-BASED
ACTIVITIES**

University Service:

2017-2018 AY:

- * From Spring 2017 – Spring 2018, I served as Faculty Co-advisor for the Intercultural Connections Club (which joined together the International Connections Club and the Intercultural Club)

Previous academic years:

- * Working with one of my COMM 263 students, I helped to develop the International Connections Club, which I began serving as Faculty Advisor of during Fall 2016
- * Served as a judge for the WKU Forensics Fiesta Swing Tournament on 9/21/14
- * Served as a judge during the WKU/Miami University Forensics Fiesta Swing Tournament held on 9/29 and 9/30/12
- * Wrote and submitted in the 10/28/14 Glasgow Daily Times an article on the benefits of taking a communication course in college

Department Service:

2018-2019 AY:

- * Developed powerpoint for and participated in M.A.S.T.E.R. plan meeting with incoming Department of Communication majors

Previous academic years:

- * Served on the COMM 145 textbook review committee during March and April 2017
 - * Served as the Department of Communication Advisor for the second session of the 4/1/17 TOP event
 - * Served as a faculty mentor to Kate Holmes during the Fall 2016 semester
 - * Served on the Instructor Rank II committee for two of my colleagues, acting as the Chair for one, during October 2016
 - * Conducted a workshop for students on effective Introductions and Conclusions on 9/21/16
 - * Conducted a workshop on Outlining on 10/14/15 at the Bowling Green campus to assist students with effective development of speech outlines
 - * Served as the WKU Department of Communication representative at the 10/1/15 WKU Glasgow Discover WKU event
 - * Represented the Department of Communication at the WKU Glasgow Open House on 10/2/14
 - * Conducted a workshop on Speech Delivery to an audience of eighteen WKU COMM 145 & 161 students on 3/9/14
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- * Served as a member of the Department of Communication Assessment Team for the COMM 145 Speech of Information & Diversity outline assessment process in January 2014
 - * Worked with Gary Hughes and Stacey Gish during Spring 2014 to develop a standardized rating form to be used for the Department of Communication Speech Contest
 - * Represented the Department of Communication at the WKU Admissions Office Open House on 11/7/13
 - * Worked with Bruce Crawley, Charlotte Elder, and Gary Hughes during Fall 2013 to generate ideas and a plan for implementing COMM workshops at the Bowling Green campus
 - * Served as a rater for the Department of Communication's review of competencies in taped speeches from the COMM 145 & 161 courses in Spring 2011

WKU Glasgow Service:

- * Asked by numerous students to either write a letter of recommendation, serve as a reference, or complete a teacher evaluation form for students applying to the education program
- * Provided frequent assistance to one of my ESL colleagues at WKU Glasgow by proofreading her documents, giving constructive feedback on wording, and made suggestions for how to organize information in documents (prior to Fall 2017)
- * Opened my classrooms to several individuals who wanted to speak with my classes about pertinent information such as: John Roberts talking about Freshman Assembly, Erika Wood recruiting students for the WKU Glasgow Highlanders (our student ambassador program), Mindy Johnson talking about the Dynamic Leadership Institute program to be offered at WKU Glasgow during Fall 2015, etc.
- * Served on the Festival Cultural Hispano Committee for WKU Glasgow during Spring 2014 and Spring 2016
- * Sought funding, secured judges, recruited students, and served as the Coordinator for the WKU-Glasgow Speech Contest during Fall 2013, Fall 2014, & Fall 2015
- * Served on the search committee for the WKU Glasgow Spanish Instructor position in Spring 2015
- * Presented a short talk at the first "Coffee & Conversation" event hosted at WKU Glasgow on 4/15/15
- * Served on the Topper to Topper Scholarship Selection Committee during Spring 2015
- * Served on the WKU Glasgow Study Away Kentucky Experience committee and traveled with the group during Spring Break 2015 around the state of Kentucky from Fall 2013 to Spring 2016
- * Served as a mentor for one freshman enrolled at WKU Glasgow through the Hilltoppers Helping Hilltoppers mentoring program during the 2014-2015 academic year
- * Served as Faculty Usher for WKU-Glasgow Graduation in Fall 2013 and Fall 2014
- * Worked with a former student on her grant presentation for the WKU Sisterhood luncheon in October 2013
- * Took 15-passenger van training through PTS in October 2013 to be able to transport students to/from Speech Contests, to/from Bowling Green to meet with ESLI students
- * Served as the faculty representative for the WKU Glasgow campus at the Freshman Assembly on September 4th, 2013 at Diddle Arena
- * Served on the Dr. Juanita Bayless Award Committee in Spring 2013

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- * Developed a faculty newsletter for the WKU-Glasgow campus beginning in Spring 2012 through Fall 2013
 - * Advocated for and was successful in securing a Communication Tutor for WKU-Glasgow to parallel the tutoring resources available to Bowling Green campus students to begin in Spring 2012
 - * Served as an alternate on the WKU-Glasgow Resource Committee during Spring 2012
 - * Developed and delivered a FACET seminar with Amy Nemon on Continuity Across the Campus: Strategies for Developing, Integrating, and Enforcing Course Policies in March 2011 at WKU-Glasgow
 - * Assisted with the WKU-Glasgow Freshman Assembly on October 17th, 2011

Community Service:

- * Served as an announcer and judge for the Big Red Spelling Bee, which was held at WKU Glasgow on 4/25/15 and 5/17/14
- * Wrote monologues in the summers of 2012 and 2013 for the Harvest of History Event hosted by the South Central Kentucky Cultural Center

AWARDS/HONORS 2017 – 2018 AY:

- * Profiled in Spring 2018 Department of Communication Newsletter

Previous academic years:

- * Promoted to Instructor Rank II during January 2017
- * Profiled in the Spring 2015 University College Regional Campus E-Newsletter
- * Have had four students place in the Department of Communication Speech Contests: Erika Wood placed 2nd in Spring 2012, Tabatha Heller won 1st place in Spring 2014, Gabbi Alcott won 1st place in Fall 2014, and Clay Jones placed 3rd in Spring 2015
- * Received the 2014 KCA Teacher of the Year Award
- * Nominated for the PCAL Excellence in Teaching Award during 2013-2014 academic year
- * Profiled in Fall 2013 Department of Communication Newsletter

LONG-TERM GOALS During AY 2018-2019, I would like to:

- * Attend KCA in September 2018
- * Continue to attend training and professional development programs geared at enhancing my teaching and advising capabilities
- * Continue to revise my COMM 145 and 263 class lectures, in-class activities, and assignments with the goal of challenging my students on a higher level while building student engagement and authentic application of the course materials

PROFESSIONAL MEMBERSHIPS

- * 2012-2013, 2015-2016 Kentucky Communication Association
- * 2005-2010, 2014-2015 National Communication Association