Michelle Kilburn

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EDUCATION

May 2005	Ed.D. In Educational Leadership. University of Missouri – Columbia Dissertation Topic: Students' Perceptions of Online Learning Chairperson: Dr. Jerry Waddle GPA: 4.0
December 2000	M.S.A. Public Administration. Southeast Missouri State University Emphasis: Criminal Justice Administration Thesis Topic: Exploratory and Descriptive Study of the Weed and Seed Program in Southeast Missouri Chairperson: Dr. Mike Brown GPA: 4.0
May 1998	B.S. in Criminal Justice. Southeast Missouri State University Minor: Office Systems Management, Legal Assistant GPA: 4.0

ACADEMIC APPOINTMENTS

- **2019 to Present: Full Professor, Criminal Justice and Sociology; Southeast Missouri State University, Cape Girardeau, MO** Twelve hour teaching load per semester. Other responsibilities have included: advising; sponsoring the Criminal Justice Association; sponsoring the honors society, Alpha Phi Sigma; serving on various committees, providing service to the community; and serving as a reviewer for the Quality Matters program both at Southeast and nationally.

- **2015-2019: Associate Professor, Criminal Justice and Sociology; Southeast Missouri State University, Cape Girardeau, MO** Twelve hour teaching load per semester. Other responsibilities have included: coordinating the Master of Science in Criminal Justice program; advising; sponsoring the Criminal Justice Association; sponsoring the honors society, Alpha Phi Sigma; serving on various committees, providing service to the community; and serving as a reviewer for the Quality Matters program both at Southeast and nationally.

- **2010-2015: Assistant Professor, Criminal Justice and Sociology; Southeast Missouri State University, Cape Girardeau, MO** Twelve hour teaching load per semester. Other responsibilities have included: advising; sponsoring the Criminal Justice Association; sponsoring the honors society, Alpha Phi Sigma; serving on various committees, providing service to the community; and serving as a reviewer for the Quality Matters program both at Southeast and nationally.

- **2013-2017: Thesis Reader for Graduate School; Southeast Missouri State University, Cape Girardeau, MO** Responsible for reading all theses submitting to the Graduate School. Assuring context, format, grammar, and original work are the primary roles.

- **2005-Present: Presenter/Facilitator for the Center for Scholarship in Teaching in Learning; Southeast Missouri State University, Cape Girardeau, MO** Courses/Workshops Taught Include: Technology Showcase; Advantages, Strengths, and Comparisons of Online and Blended Courses; Quality in Online Courses; Teaching in the Online Environment; Quality Matters at Southeast; OIS Module Trainings; The Role of Technology in Teaching and Learning; Different Ways to Teach Different Classes; Innovative Ideas in Teaching using Technology; Effective Uses of Webinar Technologies; Creating a Faculty Presence in Moodle; as well as the week-long new faculty orientation, Teaching Enhancement Workshop.

- **2002-2010: Adjunct Instructor, Criminal Justice and Sociology, Accounting & Management Information Services; Educational Administration and Leadership; Southeast Missouri State University, Cape Girardeau, MO.**

- **2000-2005: Presenter/Trainer as Assistant Director, Office of Extended & Continuing Education; Southeast Missouri State University, Cape Girardeau, MO.**
  Courses Taught Include: Word, Excel, PowerPoint, Internet & E-mail, Time Management, The University as a "Business," Better Business Writing, and Applying Leadership Styles.

COURSES AND DELIVERY METHODS
- *AD101 Introduction to Microcomputer Applications (online)*
  Fundamentals of integrated business applications program in a networked Windows environment

- *CJ100 Introduction to Criminal Justice (face-to-face, blended, hyflex)*
  General survey of federal, state, and local agencies involved in the administration of justice including police, courts,

- *CJ110 Introduction to Law Enforcement (face-to-face, blended, online)*
  Philosophy, history and problems of law enforcement; organization and jurisdiction of local, state and federal law enforcement agencies will be examined.

- *CJ125 Introduction to Corrections (face-to-face, online)*
  Introduces students to problems and the diversity of emphasis being placed on correctional programs.

- *CJ230 Correctional Institutions (face-to-face)*
  Study of prisons and other correctional institutions. Traces the history, development, types, objectives and organizations and administration of penal systems.

- *CJ320 Criminal Law (online)*
  Examines substantive law, classification of offenses and matters that affect criminal responsibility. Prerequisite: junior standing.

- *CJ355 Constitutional Rights of Inmates (face-to-face)*
  An analysis of the rights of prisoners as guaranteed by the Constitution and interpreted through specific cases.

- *CJ370 Juvenile Justice (face-to-face, ITV, online)*
  Designed to acquaint students with the problems of dealing with juveniles in the criminal justice system.

- *CJ435/CJ651 Special Topics: The Role of Criminal Justice in the Pursuit of Social Justice (online)*

- *CJ425 Planning & Research (face-to-face, online)*
  Role and scope of planning and research in criminal justice organizations is examined.

- *CJ499 Issues in Justice Administration (blended, online)*
  Capstone course. Students will be given the opportunity to apply, in an integrative fashion, knowledge and skills acquired in their previous criminal justice courses.

- *CJ520 Law and Social Control (online)*
  Analyzes the nature of law and social forces that influence practice of crime, punishment, and social control.

- *CJ525 Crime & Policy (blended, online)*
  Research overview and examination of major issues in criminal justice and the policy-making process at federal and state levels

- *CJ601 Research Methodology in Criminal Justice (blended, online)*
  Study of the design and execution of criminal justice research: critical examination of current research in criminal justice.

- *CJ641 The Death Penalty in America (online)*
  An exploration of the history of capital punishment in the U.S., and the related constitutional issues and policy arguments.

- *CJ650 Capstone Course: Seminar in Criminal Justice Leadership and Practice (online)*
  The capstone course is designed to showcase students' integration and synthesis of the graduate experience from both a theoretical and practical framework. Developer of the course.

- *EA623 Principles and Practices of Higher Education (face-to-face, blended)*
  An introduction to theory and scholarship on the structure of colleges and universities, their administration and organizational behavior. Topics include organizational theory, governance, re-structuring and management.

- *SO205 Social Problems in America (face-to-face)*
  Examines the causes and consequences of societal problems such as crime, delinquency, racism, and poverty.

- *SO242 Statistics for Social Scientists (online, blended, face-to-face)*
  Basic descriptive statistics in social science. Central tendency, dispersion, contingency, correlation, regression Inferential statistics; parametric and nonparametric.

- *UI300 Drugs & Behavior (face-to-face, online)*
  Interdisciplinary coverage of drugs from the perspectives of psychopharmacology, history, and criminal justice.

- *UI309 Crime and Human Behavior (face-to-face, ITV, online, webinar)*
  Examines the possible causes of crime and delinquency from an interdisciplinary perspective. Attempts to integrate information from diverse disciplines such as anthropology, biology, criminal justice, criminology, economics, psychology, and sociology.

- *UI460 Death Penalty: History & Issues (online)*
  Exploration of the history of capital punishment in Anglo-American law, constitutional issues, and policy arguments for and against the practice

Technological Tools & Strategies Utilized (examples provided upon request)

- Course Website
  All courses are enhanced through the use of a course website which typically includes (at a minimum): announcements, content, discussion, drop box, grade book and online testing pages. PowerPoint presentations are made available to students prior to the lecture so they may print out the presentation and take notes in class.

- Learning Management Systems: Canvas
  All courses have been redesigned and are now taught exclusively through this LMS. I have also taught training sessions through the Center for Teaching and Learning CTL for other on-campus faculty.

- Online Streaming Presentations
  Streaming presentations are utilized in all delivery methods (face-to-face, online, ITV, and webinar) to enhance student learning. These presentations can serve various functions including, but not limited to:
  - PowerPoints with incorporated voice-over or picture-in-picture enhancements that enable an instructor to give a more traditional lecture to students from a distance.
  - Screen video captures to illustrate technological aspects of the course (i.e., how to access the library from off-campus).
  - Step-by-step illustrations with instructor explanations and examples (i.e., how to compute standard deviation).
  - "Just-in-Time" lectures and announcements through impromptu recordings of the instructor explaining a concept that may not have been comprehended correctly, or simply a weekly announcement in an effort to connect with students from a distance.

- Webinars through iLinc, Adobe Connect, Big Blue Button, Skype, and Zoom
  UI309 Crime and Human Behavior was one of three "prototype" webinar courses at Southeast Fall 2009. By utilizing the iLinc platform, instructors can lecture and interact with students via webams. Not only can instructors interact with students, but students can interact with each other as well. Lectures, videos, group assignments, student presentations, etc all take place from a distance. The course has been offered numerous times via webinar.

- Automated Response Systems
  A grant was written and awarded for 100 Automated Response Systems, also known as "clickers". These devices have been used during lectures to encourage engagement and interaction, as well as for demonstration purposes to other faculty.

- Smart boards, iPads and smartphones
  A grant was written and awarded for iPad for faculty and smart boards for classrooms. These items, as well as using automated response applications for smartphones (e.g., Socrative) are used on a daily basis to increase student participation and engagement.

- Quality Matters Master Reviewer

I have served as a Master Reviewer for Quality Matters. I have had 6 courses Quality Matters Certified (Research and Methods – undergraduate and graduate, Juvenile Justice, Justice Administration, Crime & Human Behavior, Drugs and Behavior).

PUBLICATIONS & RESEARCH

- Blasdell, R., Krieger-Sample, L., **Kilburn M.** (2021). *Invisible victims and the pursuit of justice: Analyzing frequently victimized yet rarely discussed populations*. IGI Global.
- **Kilburn, M.**, Radu, M., & Henckell, M. (2021). Conceptual frameworks for CRT pedagogy. *Care & Culturally Responsive Pedagogy in Online Settings.* Hershey, PA: Information Science Reference.
- **Kilburn, M.** (2020). Prison recreation. Criminal Justice in America: *The Encyclopedia of Crime, Law Enforcement, Courts and Corrections*. Santa Barbara, CA: ABC-CLIO/Praeger, 255.
- **Kilburn, M.** (2020). Hands-off Doctrine. Criminal Justice in America*: The Encyclopedia of Crime, Law Enforcement, Courts and Corrections*. Santa Barbara, CA: ABC-CLIO/Praeger, 241.
- **Kilburn, M., Radu, M. & Henckell, M.** (2019). Conceptual & Theoretical Frameworks of CRT Pedagogy. *Care & Culturally Responsive Pedagogy in Online Settings.* Hershey, PA: Information Science Reference.
- **Kilburn, M.,** Henckell, M., & Starrett, D. (2018). Factors contributing to the effectiveness of online students and instructors. *Information Science and Technology (4rd ed.).* 1451-1463.
- **Kilburn, M.,** Unterreiner, J. & Wade, J. (2017). Voices of the Success & Revoked: The Probationer's Perspective. Section on Restorative and Community Justice. *ACJS Newsletter, (7)*1, 3-6.
- **Kilburn, M.,** Krieger, L., Cecil, C.*, Moravec, L.* (2016). The role of facebook in policing: Linking law enforcement and the community. In Scott W. Phillips & Dilip K. Das (eds) *Change and Reform in Law Enforcement.* Boca Raton, FL: CRC Press Taylor & Francis.
- Blasdell, R., **Kilburn, M.,** & Wade, J (2016). What a difference a Day Makes: GLS and Offender Restoration. Section on Restorative and Community Justice. *ACJS Newsletter, (6)*1, 12-14.
- **Kilburn, M.**, Henckell, M., & Starrett, D. (2016). Instructor driven strategies for establishing and sustaining social presence. In Lydia Kyei-Blankson, Joseph Blankson, Esther Ntuli, & Cynthia Agyeman (eds) *Handbook of Research on Strategic Management of Interaction, Presence, and Participation in Online Courses. Hershey, PA: Information Science Reference.*
- **Kilburn, M.** (2016). Getting to Know You: Establishing Instructor Presence. Southeast Missouri State University *Tech Talk, (3)*, 23-25.
- **Kilburn, M.,** Henckell, M, Starrett, D. (2015). Attributes of successful online students and instructors. *Information Science and Technology (3rd ed.).* 7497-7506.
- Henckell, M., **Kilburn, M.,** & Starrett, D. (2015). Components of a distance education evaluation system. *Information Science and Technology (3rd ed.).* 643-651.
- **Kilburn, M.** & Krieger, L. (2014). Policing in an information age: The prevalence of state and local law enforcement agencies utilizing the world wide web to connect with the community. *Journal of Police Science & Management, 13*(3), 221-227.
- **Kilburn, M.** (2013). Using Facebook to apply social learning theory. In Sharmila Ferris & Hilary Wilder (eds.) *The Plugged-In Professor.* Cambridge: Chandos.
- Bruns, D. & **Kilburn, M.** (2013). An exploratory study of influential factors that appear to contribute to the success of females in criminal justice agencies. *Journal of Democratic Policing, 2,* 4-22.
- **Kilburn, M.** (2013). Student perceptions of instructor interactions in the online environment. *Journal of Research in Social Sciences, 1*(1), 54-58.
- **Kilburn, M.** (2011). Why individuals choose to post incriminating information on social networking sites: Social control and social disorganization theories in context. *Review of Information Ethics. 16, 54-59.*
- **Kilburn, M.** (2010). Facilitating interaction in the online environment. In Steven Hoffman (ed.), *Teaching the humanities online: A practical guide to the virtual classroom.* New York: M.E. Sharpe.

- **Kilburn, M.,** Henckell, M., & Starrett, D. (2009). A discussion of online learning and pedagogical frameworks. *Encyclopedia of Distance Education (2ⁿᵈ ed.).* 656-660.
- **Kilburn, M.,** Henckell, M., & Starrett, D. (2009). Online student and instructor characteristics. *Information Science and Technology (2ⁿᵈ ed.).* 2911-2916.
- Henckell, M., **Kilburn, M.,** & Starrett, D. (2009). Questions for the student evaluation of distance courses. *Encyclopedia of Distance Education (2ⁿᵈ ed.).* 1734-1738.
- Henckell, M., **Kilburn, M.,** & Starrett, D. (2009). Developing an effective online evaluation system. *Information Science and Technology (2ⁿᵈ ed.).* 1079-1084.
- Stapleton, J., Wen, J., Starrett, D., & **Kilburn, M.** (2007) Generational differences in using online learning systems. *Human Systems Management. 26,* 99-109.

CONFERENCE PRESENTATIONS
- **Kilburn, M.,** (September 2018) Establishing instructor presence in the online environment. Southern Criminal Justice Association, Pensacola, Florida.
- Blasdell, R., **Kilburn, M.,** Wade, J., and Krieger-Sample, L. (March, 2018). Exploring leadership development in a correctional setting. Academy of Criminal Justice Sciences, New Orleans, Louisiana.
- Newman, M.* **Kilburn, M.,** & Unterreiner, J. (March, 2018). Probation outcomes: Factors that influence success or revocation. Academy of Criminal Justice Sciences, New Orleans, Louisiana.
- Wade, J., **Kilburn, M.,** & Blasdell, R., Booker, C.* (March, 2017). *From here to there: Leadership development for inmate populations.* Presented at the Academy of Criminal Justice Sciences, Kansas City, Missouri.
- **Kilburn, M.,** Newman, M.*, & Wade, J. (March, 2017). *Education and recidivism: A comparison of successful and revoked probationers.* Presented at the Academy of Criminal Justice Sciences, Kansas City, Missouri.
- Bollinger, B.*, Booker, C,* Newman, M*., & **Kilburn, M.** (March, 2017). *An exploratory study of under-represented populations' motivations for entering the criminal justice field.* Presented at the Academy of Criminal Justice Sciences, Kansas City, Missouri.
- Smith, N.*, & **Kilburn, M**. (March, 2017). *Exploring police officers' perceptions of safety.* Presented at the Academy of Criminal Justice Sciences, Kansas City, Missouri.
- **Kilburn, M.,** Blasdell, R., and Wade, J. (April 201, 2016). *The Role of Leadership in Prisons.* Presented at the Provost's Faculty Research & Creativity Showcase. (One of Seventeen faculty presentations chosen for the Showcase).
- **Kilburn, M.,** Krieger, L., Cecil, C.*, & Moravec, M.* (March, 2016). *Linking law enforcement and the community: The role of Facebook in policing.* Presented at the Academy of Criminal Justice Sciences, Denver, Colorado.
- Dornseif, D.*, Dougherty, K.*, Wright, B.*, Blasdell, R., **Kilburn, M.** (March 2016). *Undergraduate students' perceptions of police officers on patrol*. Presented at the Academy of Criminal Justice Sciences, Denver, Colorado.
- **Kilburn, M.,** Blasdell, R., Wade, J. (March, 2016). *The chemistry of prison ministry: GLS+SL=RJ.* Presented at the Academy of Criminal Justice Sciences, Denver, Colorado.
- Krieger, L., Blasdell, R., & **Kilburn, M** (2015, April). *A State of Mind: Survivors' Perspectives of Serving on an Impact Panel in a Maximum Security Prison.* To be presented at the Academy of Criminal Justice Sciences, Orlando, Florida.
- **Kilburn, M.,** Krieger, L., Cecil, C.*, & Moravec, M.* (March, 2015). *Linking law enforcement and the community: The role of Facebook in policing.* Presented at the Academy of Criminal Justice Sciences, Denver, Colorado.
- **Kilburn, M.,** Wade, J., & Unterreiner, J. (March, 2015). *Searching for excellence: The probation officers' role through the eyes of the probationer.* Presented at the Academy of Criminal Justice Sciences, Denver, Colorado.

- Dornseif, D.*, Dougherty, K.*, Wright, B., Blasdell, R., **Kilburn, M.** (March 2015). *Undergraduate students' perceptions of police officers on patrol*. Presented at the Academy of Criminal Justice Sciences, Denver, Colorado.
- **Kilburn, M.,** Blasdell, R., Wade, J. (March, 2015). *The chemistry of prison ministry: GLS+SL=RJ.* Presented at the Academy of Criminal Justice Sciences, Denver, Colorado.
- **Kilburn, M.,** Wade, J., Unterreiner, J.*, & Unterreiner, S. (2015, April). *Restored or Revoked: Probationers' Perceptions of What Works*. To be presented at the Academy of Criminal Justice Sciences, Orlando, Florida.
- Krieger, L., Blasdell, R., & **Kilburn, M**. (2014, September). *An Exploratory Study of Victim Impact Panels from the Victims' Perspectives.* Presented at the Southern Criminal Justice Association, Clearwater, Florida.
- **Kilburn, M.** (2014, March). *Flipping a statistics course: Faculty and students' perspectives.* Presented at the 21st Century Academic Forum Conference at Harvard, Boston, Massachusetts.
- **Kilburn, M.** & Krieger, L. (2013, September). *Does gender, major, or past interaction with police influence students' perceptions of the police?* Presented at the Southern Criminal Justice Association, Virginia Beach, Virginia.
- **Kilburn, M.** & Krieger, L. (2013, March). *The female criminal justice students' perspective on critical issues in criminal justice.* Presented at the Academy of Criminal Justice Sciences, Dallas, Texas.
- Schmidt, J.* & Kilburn, M. (2013, March). *A content analysis of criminal justice graduate school curriculums.* Presented at the Academy of Criminal Justice Sciences, Dallas, Texas.
- **Kilburn, M**. & Krieger, L. (2012, September). *Policing in an information age: The prevalence of state and local law enforcement agencies utilizing the internet to build a more transparent relationship with the public.* Presented at the Southeast Criminal Justice Association Conference, Jacksonville, Florida.
- Bruns, D. & **Kilburn, M**. *(2012, March). An Exploratory Study of Influential Factors that Appear to Contribute to the Success of Females in Criminal Justice Agencies.* Presented at The Academy of Criminal Justice Sciences, New York, New York.
- **Kilburn, M**. & Vasquez, J.* (2012, March). *Students' Perceptions of Course Redesign: Introduction to Criminal Justice as a Redesigned, Large and Blended Class.* Presented at The Academy of Criminal Justice Sciences, New York, New York.
- **Kilburn, M.** (2011, March). *What are they thinking? Why individuals might choose to post incriminating Items on social networking sites.* Presented at The Academy of Criminal Justice Sciences, Toronto, Canada.
- **Kilburn, M.** (2010, September). *Social networking: Exploring social disorganization and social control theories in context.* Presented at Midwest Criminal Justice Association Annual Meeting, Chicago, IL.
- **Kilburn, M.,** Henckell M., & Stapleton, J. (2008, April). *Practical uses of technology to enhance the learning experience.* Presented at the HELIX Conference, Osage Beach, MO.
- **Kilburn, M.** & Jones, H. (2007, March). *Working collaboratively to support online students.* Presented at the Higher Educational Learning and Information Exchange Conference, Osage Beach, MO.
- **Kilburn, M.,** & Starrett, D. (2006, April). *Online administration unplugged.* Presented at the Higher Education Learning and Information Exchange Conference, Osage Beach, MO.
- **Kilburn, M.,** & Starrett, D. (2006, July). *Online administration unplugged.* Presented at the Missouri Distance Learning Association Conference, Osage Beach, MO.

   *Indicates undergraduate/graduate student

SERVICE/PARTNERSHIPS

- Volunteer for the Missouri Department of Corrections (2015 to present). Assist in a variety of programs offered at the Southeast Missouri Correctional Center, Charleston, Missouri.

- The Missouri Probation & Parole Department requested assistance in evaluating service programs for probationers. As the lead researcher, along with Dr. John Wade and Mr. Steve Unterreiner, a survey was developed and distributed to over 1500 individuals in the probation system. A report presented to the Missouri Probation and Parole Administrators December 2014.

- Worked with the Department of Criminal Justice and Sociology, to develop a website for Meth Education for Elementary Schools (MEDFELS) which included course plans and interactive games for third and fourth grade children.

- Worked with area organizations such as the United Way, Bootheel Healthy Start and Success by 6 to assist in the development and assessment of their programs.

- Active member of the Southeast Missouri State University professional community. I have served on various committees including: Southeast Online Advisory Committee, Strategic Management Committee, the SCT Banner "Train the Trainers" program and chairing the Instructional Design Search Committee, College of Health & Human Services Council, Graduate Council, College of Health and Human Services Human Subjects Committee, Online Growth Planning Committee, Native American Culture Committee, and Graduation Committee.

- Provide customized trainings to service organizations on various topics including: FrontPage, Access, Excel, Time Management, Supervision, and various management topics.

- Served as Committee member on the educational sub-committee of Cape Girardeau's Vision 2020, which is a council committed to developing a strategic plan for Cape Girardeau for the next 20 years.

- Committed to the establishment of the TIGER Initiative 21st Century Learning Centers at Franklin Elementary, Central High School and the Alternative Education Center and have written letters of support.

- As a result of thesis work focusing on the administration of the Weed and Seed Project in Southeast Missouri, served as one of five program evaluators for the program FY2000.

- Active in various community programs throughout each year.

RESEARCH SKILLS AND TRAINING
Knowledge and experience with SPSS.
- Knowledge and experience with qualitative research analysis.
- Certified and experienced National Quality Matters Master Reviewer for online courses.

GRANT EXPERIENCE AND FELLOWSHIPS

2016 Provost Award to Fund Student Research. Funding for 3 graduate students to present and attend National ACJS conference

2015 Funding for Results Grant Recipient. Proactive Advising and Retention Initiative

2012 Funding for Results Grant Recipient. Course Redesign of SO242 Statistics for Social Scientists

2012 AQIP Grant Recipient. Course Redesign of SO242 Statistics for Social Scientists

2012 ITC Funding Grant Recipient. Incorporating iPads and Clickers in the Classroom

2011 Funding for Results Grant Recipient. Course Redesign of CJ100 Introduction to Criminal Justice and CJ110 Introduction to Law Enforcement

2011 AQIP Grant Recipient. Course Redesign of CJ100 Introduction to Criminal Justice.

2011 AQIP Grant Recipient. Course Redesign of SO102 Introduction to Sociology

2011 ITC Funding Grant Recipient. Incorporating video technology into online classes in Criminal Justice

AWARDS AND RECOGNITION

- **Provost Award: Excellence in the Scholarship of Teaching and Learning**
  - 2017-2018
- **CSIS: Center for Strategic and International Studies**
  - One of four faculty chosen as an instructor for the highly competitive UI345 course that takes place in Washington, DC the week of spring break 2016
- **College of Health & Human Services Award for Outstanding Teaching**
  - 2013-2014
- **College of Health & Human Services Award for Outstanding Service**
  - 2015-2016
- **Department of Criminal Justice & Sociology Award for Outstanding Teaching**
  - 2013-2014
  - 2012-2013
  - 2011-2012
- **Department of Criminal Justice & Sociology Award for Outstanding Research**
  - 2012-1013
- **Department of Criminal Justice & Sociology Award for Outstanding Service**
  - 2015-2016
  - 2016-2017
- **SOTL Fellowship Award.** One of only eight faculty chosen across campus as teacher-scholars actively engaged in enhancing the quality of teaching and learning through the invention, adaptation, or application of teaching innovations in the classroom.
  - 2011-2012
- **Teaching Enhancement Workshop Facilitator (TEW).** Invited to be one of four facilitators to welcome and orient new faculty to teaching at Southeast.
  - 2015-2016
  - 2014-2015

- o 2013-2014
- o 2012-2013

ADMINISTRATIVE EXPERIENCE

- ▪ **August 2016 to May 2017: Graduate Program Coordinator, Department of Criminal Justice & Sociology; Southeast Missouri State University, Cape Girardeau, MO.**

- ▪ **May 2005-June 2008: Director, Southeast Online Programs & Interim Instructional Designer; Southeast Missouri State University, Cape Girardeau, MO.**

  Administrative Duties
  - Direct the Southeast Online program to effectively provide academic programs and implementation of support services for this institutional initiative.

  - Provide leadership in the planning, development, evaluation and maintenance of Southeast Online program initiatives as well as Southeast Online curriculum planning.

  - Organize faculty training programs, workshops, and initiatives.

  - Lead the Southeast Online Task Group composed of the Registrar, Director of Admissions, Director of Financial Aid, Assistant Director of Transfer Recruitment, the On-campus BGS Advisor, Manager of Textbook Services, Assistant Director of New Student Programs, CSTL Web Manager, SLCC BGS Online advisor, and any additional off-campus BGS or other program advisors.

  - Conduct assessment of Southeast Online student learning evaluation, student needs, and satisfaction.

  - Work with Dean and Vice Provost to develop and manage articulation agreements involving the online Bachelor of General Studies or other degree programs.

  - Served as interim Instructional Designer for the Center for Scholarship in Teaching and Learning (CSTL). Summer and Fall semesters 2007. This position included working with faculty across campus to improve their online, ITV and face-to-face courses.

- ▪ **2000-2005: Assistant Director, Office of Extended & Continuing Education; Southeast Missouri State University, Cape Girardeau, MO.**

  Administrative Duties
  - Work with Southeast P.M. and Southeast Online programs to advise and assist students in the admissions process and in obtaining degrees in the evening, weekend or via the world wide web.

  - Assist with planning, development and scheduling of Southeast PM and Online credit courses.

  - Determine the continuing education needs of constituents of the service region and conduct non-credit programming to meet those needs.

  - Organize training and development opportunities for all staff on campus.

October 1998-June 2000: Program Specialist, Bootheel Initiative (Grant Program); Southeast Missouri State University, Cape Girardeau, MO.

- Promoted from previous position as graduate assistant (October 1998-May 1999).

- Develop, facilitate and assist in training 600+ individuals for Missouri Bootheel Outreach Program.

- Develop training manuals for Missouri Bootheel Outreach Program and Bootheel Initiative subcontractors.

- Fill-in for University instructors as needed. Courses include: Statistics for Behavioral Science, Crime and Human Behavior, and Methods of Research.

- Experience in grant writing by submitting proposal and receiving funding for Missouri Bootheel Transportation Collaboration.

- Design, develop and evaluate strategic plans and grant proposals for new programs.

- Submit monthly reports to various state officials regarding program(s) status (i.e., Missouri Department of Health, Missouri Department of Social Services, and Missouri State Legislature).

- As graduate assistant:
  - Enter and analyze data using Excel, Access and SPSS.
  - Develop survey instruments to obtain both quantitative and qualitative data.
  - Grade papers.

REFERENCES

References Available Upon Request