

EDUCATION

Graduate Certificate in Teaching Technical Writing

University of North Texas, Denton, TX (August 2019)

Emphasis: TWPC Pedagogy, Grant and Proposal Writing, Document Design, and Technical Editing

Doctor of Philosophy in English

University of North Texas, Denton, TX (December 2017)

Dissertation: "The Hybrid Hero in Early Modern English Literature: A Synthesis of Classical and Contemplative Heroism"

Emphasis: Early Modern British Literature, Programmatic Assessment, and Writing Program Administration

Master of Arts in English

Sam Houston State University, Huntsville, TX (May 2012)

Emphasis: Literature, Rhetoric, and Writing

Bachelor of Arts in English

Sam Houston State University, Huntsville, TX (May 2010)

Major: English - Literature, Rhetoric, and Writing

PUBLICATIONS

Microsoft Teams, Collaborative Writing, and the Technical Writing Classroom

Microsoft Customer Stories – [Link](#)

September 2019

Reconsidering the Early Modern Machiavellian: Illicit Manuscripts and Kyd's *The Spanish Tragedy*

Texas Studies in Literature and Language

Winter 2018

Beauty, Numbers, and Literary Analysis Intersect at The Museum of Mathematics

FOCUS: A Publication of the Mathematical Association of America

March/ April 2018

"To Hange Upon a Tree": A Didactic Catharsis of Crucifixion through Moral Subversion in Chaucer's "Physician's Tale"

Sigma Tau Delta Review

January 2016

The Heroic Struggle: Classical and Christian Heroism in *Paradise Lost*

News from the Raven, Cambridge Scholars Press

June 2014 (Book Chapter)

Head, Heart, and Hand: A Simple yet Powerful Construct for Teaching Homer's *Odyssey*

(Reprint – Requested by CLASSES)

CLASSIS: The Journal of the Association of Classical Schools

April 2013

Head, Heart, and Hand: A Simple yet Powerful Construct for Teaching Homer's *Odyssey*

The Quint: An Interdisciplinary Quarterly from the North

October 2012

Dusting off the Classics

Postcards Magazine (September -October Issue)

September 2012

APPOINTMENTS

UNIVERSITY OF
TEXAS ARLINGTON,
ARLINGTON, TX

SENIOR LECTURER,
ASSESSMENT
COORDINATOR,
AND COORDINATOR
OF INTERNSHIPS
(2017-PRESENT)

Courses Taught

Business Proposals and Grant Writing (ENGL 4326)
Designing Technical Documents (ENGL 4375)
Globe(al) Shakespeare (Digital Study Abroad) (ENGL 4326)
Business Proposals and Grant Writing (ENGL 3376)
\$80,000 in funded proposals
Introduction to Technical Writing (ENGL 2338)
Topics in Literature: Monsters and Heroes (ENGL 2303)
Rhetoric and Composition I (ENGL 1301)
Rhetoric and Composition II (ENGL 1302)

Administrative Roles

Assessment Coordinator: Act as a liaison between the Office of Institutional Effectiveness and Reporting (IER) and the College of Liberal Arts. Collect relevant data by creating appropriate data collection tools (rubrics, surveys, etc.) and collating said data into reports through TracDat.

Coordinator of Internships: Act as a liaison between employers and the department, leveraging network—such as my position as a board member at the Society for Technical Communication North Texas—to help secure job opportunities and internships for our students. Mentor students in internships through one-one-one meetings, reviews of job market materials, and accompanying them to networking events.

UNIVERSITY OF
NORTH TEXAS,
DENTON, TX

ASSISTANT
DIRECTOR OF

Courses Taught

Senior Shakespeare Survey (ENGL 4430)
World Literature I (ENGL 2210)
Rhetoric and Composition I (ENGL 1310)
Rhetoric and Composition II (ENGL 1320)

FIRST-YEAR
WRITING AND
TEACHING FELLOW
(2013-2017)

Administrative Roles

Assistant Director of First Year Writing: Effectively oversaw programmatic assessment, scheduling, and textbook adoption efforts. Assisted in growing the program after a period of decreased enrollment.

**SAM HOUSTON
STATE UNIVERSITY,**
HUNTSVILLE, TX

LECTURER/ FIRST
YEAR WRITING
TEAM AND
GRADUATE
TEACHING
ASSISTANT
(2010-2013)

Courses Taught

World Literature I (ENGL 2300)
Rhetoric and Composition I (ENGL 1301)
Rhetoric and Composition II (ENGL 1302)
Developmental English (ENGL 0301)

Administrative Roles

First Year Writing Team: Assisted in the creation, piloting, and implementation of a new FYW curriculum that met coordinating board goals for diversity and inclusion.

PROFESSIONAL EXPERIENCE

**BANK OF AMERICA
MERRILL LYNCH
CORPORATION**
HUNTSVILLE, TX

OPERATIONS AND
COMPLIANCE
MANAGER
(2009-2010)

- Prepared technical documents such as proposals, P&L statements, and counterfeit currency reports.
- Ensured all transactions taking place within the banking center meet established federal, state, and internal standards through surprise and scheduled internal audits.
- Facilitated all teller training and continuing education.

STARBUCKS
Huntsville, TX

Classroom
Facilitator and
Store Manager
(2006-2009)

- Facilitated classes, revised existing curriculum, and developed new curriculum to meet market needs.
- Authored proposals to strategically address growing competition in the rural markets, as well as P&L reports that addressed opportunities for growth
- Increased store sales by 84% with a minimal 36% overall store turn over, becoming the fifth highest grossing store in the Houston market while the company over all lost 92% of its previous year growth.

PROFESSIONAL SERVICE

Grant Reviewer – Texas Higher Education Coordinating Board
Aug 2020-Present

Board Member – Society for Technical Communication (NT)
January 2020-Present

Asist with the governance of the chapter, providing incite on education in technical communication, as well as advocate for mentorship, internship, and job placement opportunities for students.

Career Center Volunteer (UTA)
August 2017-Present

Offer services to the career center, including service on prize selection committees and employer relations at biannual career fair.

Faculty Adviser: Collectable Card Game Club (UTA)
August 2018-Present

Mentor students as they create an organizational constitution and bi-laws that will enable them to carry out the mission of the CCGC – to provide an inclusive environment where the UTA community can engage with and celebrate the collectable card game culture.

President of The Graduate Students in English Association
August 2014-August 2015

Fostered strategic professionalization through the Critical Voices Conference and “writing round tables.” Secured external funding totaling \$3,200 for the Critical Voices Conference, enabling GSEA to offer more travel grants and scholarships than previous years.

PRESENTATIONS

*The Hermanns
Lecture Series*

Faculty Round Table: Invited Respondent
(2019)

*The Pacific
Ancient and
Modern
Language
Association
Conference*

*Send in the Clown...Memes? Understanding Technical Communication Student
Writing Strategies through a Genre Ecology Model*
(2019)

*UT System OIT
Quarterly Meting*

Best Practices in Technical Writing Classroom Communication
(2019)

*UTA OIT
Quarterly Meting*

*Microsoft Teams as LMS for Collaborative Writing in the Technical
Writing Classroom*

	(2019)
South Central Modern Language Association Conference	<i>The Passive Sufferer and the Active Warrior: The Blurred Roles of the Machiavellian Deceiver and Deceived in Kyd's Spanish Tragedy</i> “Marlowe, Webster, and Montaigne” (panel chair) (2016)
University of North Texas Medieval and Renaissance Colloquium	<i>New Resources and Innovative Strategies: The Expanding Frontier of Digital Humanities</i> (2016)
<i>International Conference on Medieval and Renaissance Thought</i>	<i>The Rhetoric of Titus Andronicus</i> “Issues in Renaissance Theater and Medieval Spanish Poetry” (panel chair) (2016)
<i>South Central Renaissance Conference</i>	<i>Author(ity) in Titus Andronicus</i> (2016)
<i>The Newberry Center for Renaissance Studies</i>	<i>Epic Hero Under Fire: The Intersection of the Caroline Masque and the Public Sphere</i> (2015)
<i>American Studies Association of Texas Annual Conference</i>	<i>Speaking the Unspeakable: Nella Larsen's Passing and the Aristotelian Tragic Hero</i> (2014)
<i>Texas Medieval Association Conference</i>	<i>Crucifixion in Chaucer's Physician's Tale</i> (2014)
<i>CCTE – Conference of College Teachers of English</i>	<i>The Three B's of Dante's Inferno: A Simple yet Profound Way of Teaching Dante's Inferno</i> (2014)
<i>The Pacific Ancient and Modern Language Association Conference</i>	<i>The Vampire Diaries of the 5th Century BC: The Γελλμ of Agamemnon</i> “Topics in Tudor/ Stuart Literature” (panel chair) (2014)

American
Association of
University
Professors
Conference

A Marriage of Classical Content from Ethics, Western Civilization, and American Traditions (EWCAT) and Peer-Led Team Learning (PLTL) in Freshman Composition English Classes
(2013)

International
Conference on
Medieval and
Renaissance
Thought

The Heroic Struggle: Classical and Christian Heroism in Paradise Lost
(2013)

Sam Houston
State University
Dean's Colloquia

Ethics in Western Culture and American Traditions: A New Look at Humanities Education
(2013)

The Texas
Association of
Deans of Liberal
Arts and Social
Sciences Annual
Conference
Translatio:
Medieval and
Renaissance
Conference

The Effect of EWCAT Curriculum on English 1301 Students
(2013)

From Delphi to the Streets of London: Milton as Prophet
(2012)

AWARDS AND RECOGNITION

Outstanding Assessment Practice – Finalist UTA Office of the Provost	2019
Larry Huff Excellence in Teaching Award – Winner UTA Department of English	2019
UTA Provost's Excellence in Teaching Award – Nomination UTA Office of the Provost	2018
Outstanding Doctoral Teaching Fellow – Winner UNT Graduate School	2017

SKILLS AND CERTIFICATIONS

Microsoft Education Innovator Concentration: Accessibility, Pedagogy, and Innovative Curriculum Design	2018-2020
Mad Skills Training for Mad Cap Flare Concentration: Mad Cap Flare Technical Authoring Suite	2018
Oxford Digital Humanities Concentration: XML, Archiving, and Data Collection	2016
<u>Learning Platforms</u>	
Blackboard / Blackboard Collaborate	Proficiency: Advanced
Canvas	Proficiency: Advanced
Learn Dash	Proficiency: Intermediate
<u>Software</u>	
Adobe InDesign	Proficiency: Advanced
Adobe Photoshop	Proficiency: Intermediate
Adobe Premiere	Proficiency: Intermediate
Adobe After Effects	Proficiency: Advanced
Microsoft Teams	Proficiency: Advanced
Microsoft Stream (Video)	Proficiency: Advanced
Microsoft Forms (Analytics)	Proficiency: Advanced
Microsoft Accessibility	Proficiency: Advanced
MadCap Flare	Proficiency: Intermediate
XML (TEI)	Proficiency: Intermediate
TracDat (Compliance)	Proficiency: Advanced
Qualtrics	Proficiency: Intermediate

REFERENCES

UTA Faculty

Dr. Justin Lerberg
Director of First-Year Writing
jlerberg@uta.edu

Dr. Michael Brittain
Director of the UTA English Writing Center
brittain@uta.edu

Dr. Kevin Porter
Department Chair – English
estee.beck@uta.edu

Bethany Shafer
Academic Advisor and Adjunct Assistant Professor
bshaffer@uta.edu

Dr. Estee Beck
Assistant Professor – English (Technical Communication)
estee.beck@uta.edu

Other Faculty

Dr. Kyle Jensen

Director of Writing Programs (TWPC, Creative, and FYW)
Arizona State University
dr.kjensen@asu.edu

Dr. Erin Friess

Associate Professor – Technical Communication
University of North Texas
Erin.Friess@unt.edu

Dr. Lindsay Moore

Associate Professor – Technical Communication
Collen College
LEMoore@collin.edu

Community Partners

Carmin MacMillan

Executive Director
Mansfield Mission Center
CarminM@MansfieldMission.org

Dominic Williamson

Microsoft for Education
dwill@microsoft.com