

Curriculum Vitae
Mitzi Walker Jones

University of Arkansas – Fort Smith
Department of English and Rhetoric
College of Languages and Communication
5201 Grand Ave., Fort Smith, AR 72913
mjones@uafortsmith.edu
479.788.7550

EDUCATION

The University of Arkansas
PhD in progress; Anticipated completion, Spring 2013
Field: Rhetoric and Composition

The University of Arkansas
Degree: M.A. (1997)
Field: English
Overall GPA: 4.0

Mississippi College
Degree: BA (1991)
Major: English
Minor: Communications
Overall GPA: 3.45
National Merit Scholarship, Dean's List
Omicron Delta Kappa, Academic Honor Fraternity
Sigma Tau Delta, English Honor Fraternity
LC/MC Overseas (Semester in London); 1990

TEACHING

Assistant Professor: The University of Arkansas-Fort Smith (2005 – Present)

Courses Taught (Format):

- Advanced Composition (Traditional)
- Composition I (Traditional, Eight-week, and Compressed Video)
- Composition II (Traditional, Eight-week, and Compressed Video)
- American Literature to 1865 (Traditional and full-online)
- American Literature 1865 – Present (Traditional and full-online)
- British Literature to 1785 (Traditional and full-online)
- British Literature 1785 – Present (Traditional and full-online)
- World Literature to 1750 (Traditional and full-online)
- World Literature 1750 – Present (Traditional and full-online)
- Writing for the Workplace (Traditional)

Instructor: The University of Arkansas--Fort Smith (1999 – 2005)

Courses Taught (in addition to those listed above):

- Introduction to Writing (Traditional and Eight-week)
- College Seminar (Traditional and Team-taught)

Associate Instructor, NW Arkansas Community College (1996 – 1997)

- English as a Second Language
Additional responsibilities included contacting businesses, churches, and schools to schedule classes; registering students for classes; organizing and maintaining student records per grant requirements.

Teaching Assistant, University of Arkansas (1994 – 1996)

- Writing Across the Curriculum
- Introduction to Literature
- Advanced Composition
- Introduction to World Literature

English Instructor, Upward Bound Program @ University of Arkansas (Summer 1996)

ADMINISTRATION

Adjunct Faculty Liaison: UA-Fort Smith (2004 – 2008)

Duties included searching for and interviewing qualified adjunct faculty (in conjunction with department chair); scheduling adjunct faculty; training adjunct faculty; maintaining “The Write Way” (pedagogical and procedural guide for new and adjunct faculty); serving as first-contact for adjuncts regarding instructional issues/student concerns.

Assistant to the Vice President for Academic Affairs: Arkansas Tech University (1998 – 1999)

Duties included assisting in all operations relating to academic affairs, including instructional issues; handling matters relating to faculty and the hiring of faculty; revising, editing and updating university catalog and faculty handbook; supervising student workers; preparing faculty contracts and maintaining faculty personnel records; preparing personnel items for Board of Trustees agenda; budgeting; developing, reviewing and interpreting policies; researching and analyzing information; general office/clerical responsibilities.

HONORARY RECOGNITION

Nominated for Whirlpool Master Teacher Award, 2003

SCHOLARSHIP

PUBLICATIONS

Powerpoint slides for instructors using:

Howard, Rebecca Moore. *Writing Matters*. New York: McGraw Hill, 2011.

PRESENTATIONS

National:

“Are Our SLOs Based on WHAT? Gauging the Successful Penetration of the WPA Outcomes Statement in the Field.” Council of Writing Program Administrators. Baton Rouge, LA. 2011.

“Focus our Courses on the Stuff We Actually Know? That’s Crazy Talk! First Year Composition as a ‘Writing-About-Writing’ Course.” College English Association. St. Petersburg, FL. 2011

“WAW isn’t always WAW: A Taxonomy of Writing about Writing Curricula.” Research Network Forum, Conference on College Composition and Communication. Atlanta, GA. 2011.

“Increasing Self-Efficacy for All with the Writing about Writing Curriculum in First Year Composition.” Research Network Forum, Conference on College Composition and Communication. Louisville, KY. 2010 (accepted).

“Did I Say That Was Due Today? Uses of Deception in the Classroom.” College English Association, St. Louis, MO. 2008.

Local:

“Making the Most of Small Groups.” UA - Fort Smith Faculty In-Service. 2004.

“Lessons Learned from the October 2000 IUPUI Assessment Conference.”UA - Fort Smith Assessment Committee. 2000.

COURSE DEVELOPMENT

Developed New Course: ENGL 3223: The Short Story, 2003

PROGRAM DEVELOPMENT

Assisted with revision of curriculum and SLOs for FYC, 2010.

Assisted with development of new Bachelor of Arts in Media Communications, 2009

TRAINING

Blackboard 9.1 training, 2011

Institute for Writing Assessment, Kent State University, 2010 (forthcoming)

Blackboard training, 2010

Seminar in Rhetoric and Composition, Michigan State University, 2008

WebCT training, 2000

SERVICE

UNIVERSITY

Faculty Judge, Undergraduate Research Symposium, 2010

Institutional Review Board, 2011 – present

University Policies and Procedures Committee, 2008 - present

Search Committee for Theater faculty member, 2008

Faculty Senate, 2006 – 2008
 Ad Hoc Committee—Course Syllabi Standardization
 Senate liaison to Policies and Procedures Committee
Search Committee for Director of Instructional Support, 2007
Chancellor’s Investiture Processional/Robing Committee, 2007
Chancellor’s Transition/Stakeholders Conference, 2007
Campus Climate Committee, 2005 - 2008
Academic Integrity Vice Chair, 2005 - 2006
 Committee member, 2004 – 2005
Cub Camp Presenter, 2004
Chair, Information Literacy General Education Assessment Committee, 2002 - 2005
Assessment Committee, English Department Representative, 1999-2002
 Success With Assessment Team member (SWAT), 2002
New Student Orientation Advisor, ongoing
Chair, Student Disciplinary Appeals Committee, 2000

DEPARTMENT

Search Committee, Rhetoric and Composition faculty member, 2011
College Majors and Alumni Committee, 2011 - present
Social Committee, 2009 - 2010
Travel Coordinator, 2008 – 2009
Adviser in English for Teacher Licensure program, 15-20 students per semester, 2009 - present
Chair of numerous departmental committees focused on ENGL 1203 assessment, textbook selection
Active member of departmental committees focused on plagiarism, textbook selection, course outcomes, grading rubrics, faculty search committees, etc., ongoing

STUDENT LIFE

Faculty/Staff Powderpuff Football, 2010
Faculty/Staff Volleyball, 2007
Faculty Advisor, Women’s Overall Wellness, 2006 – 2007
Faculty/Staff Powder Puff Football, 2004
Judge, Honor Society Karaoke Contest, 2000

COMMUNITY

The Montessori School of Fort Smith
 Honorary President, 2011 - 2012
 President, Board of Trustees, 2009 – 2011
 Vice President, Board of Trustees, 2007 – 2009
 Secretary, Board of Trustees, 2006 – 2007
The Crisis Center for Women, Volunteer Training, 2007
Young Emerging Leaders, 2007 - Present
Zonta, International member, 2003 - 2008
Girl Scouts Career Workshop Presenter, 2004
Girls Shelter Volunteer, 2004
Girls’ Shelter Career Exploration/Fort Smith Museum of History project, 2004

PROFESSIONAL MEMBERSHIPS

WPA; NCTE; CCC; CEA; Sigma Tau Delta; AAUP