

CURRICULUM VITAE

Molly Anne Elley Minus

Office: Academic Affairs
St. Edward's University
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RANK: Professor of Education
POSITIONS: Director, Undergraduate Research and
Director, McNair Scholars Program

1ST YEAR AT SEU: Spring & Summer 1993, full time 1993-1994 academic year

EDUCATION: Degrees School and Major
Ph.D. The University of Texas at Austin-Curriculum
and Instruction, Reading, minor Educational Psychology 1993
M.A. The University of Texas at Austin-Curriculum
and Instruction, Clinical Remedial Reading 1976
27 hours graduate coursework in Special Education, Learning Disabilities,
The University of Texas at Austin 1974-1976
B.A. Southwest Texas State University-English 1965

PROFESSIONAL LICENSES: Lifetime Provisional Secondary Teacher Certification (TX); Fields:
English, history
Lifetime Provisional Special Education Certification (TX); Fields:
Learning Disabilities
Lifetime Professional Educational Diagnostician Certification (TX)

PROFESSIONAL EXPERIENCE: Associate Vice President for Academic Affairs, 2009-2020
Professor of education and literacy, St. Edward's University 2005-present
Dean of Academic Services 2005-2008
Director, McNair Scholars Program Oct. 1, 2003 to present
Coordinator, University of Notre Dame CANDAX-ME McNair Scholars
Program 1999-2007
Associate professor of education and literacy, St. Edward's
University 1998-2005
Developmental Reading Coordinator, School of Education, St. Edward's
University 1993-2004
Dean of Academic Standing 1999-2005
Assistant Academic Dean 1997-1999
Assistant professor of education and literacy, St. Edward's
University 1993-1998
:
Instructor, Department of Curriculum and Instruction,
University of Texas at Austin, 1986-1993.
Instructor, Department of Educational Psychology, University of Texas at
Austin, Fall 1987.
Developmental Reading Instructor, Austin Community College,
1984-1993
Reading specialist, vocational adjustment coordinator and lead
teacher, Austin Independent School District, Mary Lee School, a
residential treatment center for children and adolescents, 1982-1986.
Educational diagnostician, Austin Independent School District,
1974-1982.
Reading tutor, Services in Education, Inc., Austin, Texas, 1973-1974.
Reading specialist and educational diagnostician, Atlanta Speech
School, Inc., Atlanta, Georgia, 1972-1973.
Director of Tutoring, Learning Abilities Center, The University of

Texas at Austin, summer 1972.

Junior high school reading and English teacher. San Antonio and Austin Independent School Districts, 1965-1969.

CONSULTING: Reading consultant, Linder Elementary School, Austin Independent School District, Fall 1997.
Reading consultant, Del Valle Independent School District, Department of Special Education, Spring 1995.
Inservice workshops on Reading Flexibility and Speed to faculty and staff, Austin Community College, 1993.
Wagner-Peyser project, Mary Lee Foundation, 1984.
TECAT workshop leader, Texas Federation of Teachers, 1985-86.

PROFESSIONAL MEMBERSHIPS: Association of American Colleges & Universities (AAC&U)
International Center for Academic Integrity (CAI)
Council on Undergraduate Research
McNair Association of Professionals
Literacy Research Association (LRA)

PROFESSIONAL COMMITTEES MAP McNair national journal editorial board 2021
Executive Board of Directors and Chair Proposal Review Committee, & Webmaster Teaching Academic Survival and Success Annual 2017-present
Advisory Board, Teaching Academic Survival and Success Annual Programs Conference, based at the University of Cincinnati, 1999-2017
Webmaster, Teaching Academic Survival Skills Annual Conference, based at the University of Cincinnati, 2002-present

Secretary, Texas College and Reading Association 1999-2002
Board of Directors, Conference on Academic Support 1999-2002
Conference planning committee, Conference on Academic Support Programs, October, 1995-October, 1996
President of Capital Area Educational Diagnostician Association, CAEDA, 1976-77.
State conference planning committee, Texas Educational Diagnostician Association, TEDA, 1986.

UNDERGRADUATE COURSES TAUGHT AT SEU: ESPG 4302 McNair Research Internship
READ 0210 Reading for College Success
READ 1323 Critical and Efficient Reading
READ 4343 Content Area Literacy
READ 4345 Literacy Assessment and Diagnosis
READ 4350 Developmental Reading Internship
EDUC 3331 Learning Processes and Evaluation
EDUC 4360 Student Teaching Seminar
EDUC 4361 Student Teaching Internship

GRADUATE COURSES TAUGHT AT SEU LADS 6383 Studies in Education:
LACC 6399 Special Project

UNIVERSITY RESPONSIBILITY OFFICES AND COMMITTEES Academic Council member 1997-2020
Graduate Council member 1997 - 2020
Council of Deans 1997-2020
University Strategic Planning Council and Retention Subcommittee 2017-2020
Transfer Enrollment Work Group 2019
Graduate Program Policies Committee, facilitator 2019

TEM Committee 2018-2019
 Oversaw revision of credit by exam equivalents (AP, CLEP, DSST, IB) 2017-2018
 Institutional Review Board 220-present
 Master Schedule Committee 2016-2019
 Chair Articulation Committee 2015-2020
 Policy Development Committee 2016-2020
 Sponsored Programs committee 2014-present
 Chair Academic Integrity Assessment Committee 2016-present
 Chair PLUS committee on developmental reading & writing 2017-present
 Chair General Education Transition Committee 2016-2018
 SEU Athletic Council 2001-present
 San Antonio/Austin Regional Transfers Pathways Regional Transfer Compact 2016-present
 Co-chair LLC Steering Committee 2016-2018
 Chair LLC Coordinator Planning Committee 2016-2017
 EIS Advisory Board for Project Governance member 2016-2017
 Search Committee for CAMP director 2016-2017
 SACSCOC Report Contributor 2015-2016
 Facilitated Commencement Revision Committee 2011-2013
 Co-chair Retention Committee 2009-2013
 Chair, Campus Summer Use Committee 2007-2008
 Title V Grant Proposal Committee 2006-2007
 Faculty Evaluation Committee 2004-2007
 Sponsor Kappa Gamma Pi and chair St. Catherine medal selection committee 1997-present
 SACS Leadership Team 2006-2007
 Global Education Task Force 2004-2006
 Search Committee for Dean, School of Education 2004-2005
 Search Committee for tenure track bilingual education assistant professor, School of Education 2004-2005
 Facilitated Student Issues committee 2004-2005
 Search Committee for Director of Academic Support and Retention Academic Success Retention Committee 2003
 HEP/CAMP Technical Conference Workshop on Reading Strategies, October 12, 2000
 School of Education Faculty Search Committee 2000-2001
 School of Education Dean Search Committee 2000-2001
 School of Education School Committee 1999-2002
 Teacher Education Advisory Committee 1994-present
 Search Committee for International Education Services Coordinator, Summer, 1999
 Facilitator of Intervention Strategies for Retention Committee, Spring 1999
 Connectivity Retention Team Leader, Retention Group 1998-2000
 Facilitator, International Education Committee, 1997-1999
 Served on School of Education Faculty Search Committee 1998
 Coordinated School of Education Team 2 : Learning Outcomes Project 1996-97
 Attended NEA Learning Lab Site Conference November 1996
 Member of Central Texas Educator Development Grant Project (CTED) January 1997-1999
 SEU Faculty Senate, 1993-1994, 1995-1996
 Collegium Student Life Council 1996-2000
 Collaborate with Vertical Team (Travis High, Fulmore Middle School, Travis Heights Elementary) Fall 1995 to 1999
 School of Education Teacher Education Advisory Committee, since 1995

SEU Faculty Support Group 1995-1999
Committee for a Safe Environment 1995-1999
SEU School of Education Scholarship Committee, 1994-1999 &
2002-2003
Conducted an ExCET review for preservice teachers twice a year,
1994-1998
Member of Information Technology Interdisciplinary Track Pilot Project
Development Proposal 1995-96 (incorporates Self-Study redesign
principles)
Redesign the developmental reading program, 1993-Fall 2004

PUBLICATIONS
GRANTS

Minus, M.E. (October, 2017) Ronald E. McNair Postbaccalaureate
Achievement Program State Department of Education Grant Proposal
\$1,260,850

Minus, M.E. (October, 2012) Ronald E. McNair Postbaccalaureate
Achievement Program State Department of Education Grant Proposal
\$1,155,000

Minus, M.E. (October, 2007) Ronald E. McNair Postbaccalaureate
Achievement Program State Department of Education Grant Proposal,
\$1,147,838

Minus, M.E. (October, 2003) Ronald E. McNair Postbaccalaureate
Achievement Program State Department of Education Grant Proposal
\$888,000

Minus, M. E. (December, 1993) "The Relationship of Phonemic
Awareness to Reading Level and the Effects of Phonemic Awareness
Instruction on the Decoding Skills of Adult Disabled Readers" Doctoral
Dissertation, The University of Texas at Austin.

Minus, M. E. (1992) "The Relationship of Phonemic
Awareness to Reading Level and the Effects of Phonemic Awareness

Instruction on the Decoding Skills of Adult Disabled Readers". ERIC,
Paper presented at the Annual Meeting of the National Reading
Conference in San Antonio, Texas December 2, 1992.

Contributed to Annual Summary of Investigations Relating to
Reading, July 1, 1987 to June 30, 1988. S. Weintraub, (ed.), Newark,
Delaware: IRA.

Minus, M. E. (May, 1976) "An Inservice Program for the Training of
Junior High School Content Area Teachers in the Teaching of Reading
Comprehension and Study Skills." Master of Arts Thesis, The University
of Texas at Austin.

PRESENTATIONS:

Minus, M.E., (March, 2008) "Collaboration Across the University Equals
Student Success and Retention," Teaching Academic Survival Skills
Conference, sponsored by University of Cincinnati and Northern Essex
College, and West Palm Beach Atlantic College, West Palm Beach, Florida.

Minus, M.E., MacConnell, G. and Henderson, B. (July, 2007)
"Collaboration Across the University Equals Student Success and
Retention," First Year Experience International Conference, Hawaii's Big
Island, Hawaii

Rist, M. and Minus, M.E. (July, 2006) "Integrating Academic support and the Co-Curriculum in a Required Learning Community: Innovations for Long-Standing First-Year Initiative," First Year Experience International Conference, Toronto, Ontario, Canada

Shooter, M. and Minus, M.E. (November, 2003) "Pilot Test of a Rubric Registry System." Proliteracy Worldwide Conference. Washington, D.C.

Minus, M. E. (March 2001). "Using online discussion to enhance critical reading, thinking and collaborative learning." Teaching Academic Survival Skills Conference, sponsored by University of Cincinnati and Northern Essex Community College, and West Palm Beach Atlantic College, West Palm Beach Florida.

Minus, M. E. & Clark, L. (2000, October) . "Use technology to help students learn linked course content". 19th Annual Conference of College Academic Support Programs Pre-Conference Institute, San Antonio, Texas

Minus, M. E. (2000, March). " Using WebQuest to Learn Web Based Material." Teaching Academic Survival Skills Conference, sponsored by University of Cincinnati and Northern Essex College, and West Palm Beach Atlantic College, West Palm Beach, Florida.

Minus, M. E. (1999, March). " Using hypertext pop-up boxes and Real-Audio to facilitate reading comprehension and annotation of difficult text." Teaching Academic Survival Skills Conference, sponsored by University of Cincinnati and Northern Essex Community College, Haverhill, Massachusetts

Minus, M. E. (1998, October). "Team Building in Developmental Reading Courses ". 17th Annual Conference of College Academic Support Programs, Dallas, Texas

Minus, M. E. (1998, June). "Team Building in Developmental Reading Courses ". Teaching Academic Survival Skills Conference, sponsored by University of Cincinnati and Northern Essex Community College, Haverhill, Massachusetts

Minus, M. E. (1997, June). "Pairing Developmental Reading and Writing Courses to General Education Courses". Teaching Academic Survival Skills Conference, sponsored by University of Cincinnati and University of Regina, Regina, Saskatchewan, Canada

Minus, M. E. & Schumaker, K. (1996, October). "Linking Developmental Reading and Writing Courses to General Education Courses". 15th Annual Conference of College Academic Support Programs, Austin, Texas

Minus, M. E. & Peterson, C. L. (1993, March). "Phonemic Awareness Training to Teach Decoding: Applications in a Workplace Literacy Program". Presented at the Sixth Annual Midwest Regional Reading and Study Skills Conference, The Wichita State University, Kansas City, Missouri.

Minus, M. E. (1992, December) "The Relationship of Phonemic Awareness to Reading Level and the Effects of Phonemic Awareness

Instruction on the Decoding Skills of Adult Disabled Readers". Presented at the National Reading Conference, San Antonio, Texas.

Minus, M. E. & Noack, S. (1992, November). "Diagnosis and Remediation of Phonics Deficiency: Materials and Strategies". Presented at the Conference on Academic Support Programs, Fort Worth, Texas.

PROFESSIONAL
AND SCHOLARLY
ACTIVITIES:

Chaired a round table session at the National Reading Conference Austin, TX, December 3, 1998.

Chaired a paper presentation session at the National Reading Conference, Charleston, South Carolina, December 1, 1993.

COMMUNITY
SERVICE:

Member, Program Committee, Literacy Austin 2001-2005

Board member, Literacy Austin, January, 1999 to December 2002.

Chair Program Committee, Literacy Austin, 2001-2002

Annual volunteer for Literacy Austin fundraiser, Book Fest since 1999.

Curriculum Committee, Austin Independent School District, 1997-1999.

Dyslexia Advisory Committee, Austin Independent School District, since 1995.

Reading consultant to Mary Lee School, Austin Independent School District, 1990-93.

AWARDS

Sabbatical awarded half time Fall 2002 and Spring 2003

Faculty development grants awarded annually 1994-2004

AWARDS

SEU Finalist 2002 Teaching Excellence Award

SEU School of Education Outstanding Teaching Award, October 2001

SEU School of Education Outstanding Teaching Award, May 1, 2000

SEU School of Education Outstanding Teaching Award, April 23, 1996

SEU Curriculum grants awarded annually 1995 through 2003

Kappa Delta Pi membership

Pi Lambda Theta membership

Phi Kappa Phi membership

Teaching assistantships at The University of Texas, Department of Curriculum and Instruction and Department of Educational Psychology, 1986-1993