

## CURRICULUM VITAE

Molly Anne Elley Minus

Office: Academic Affairs  
St. Edward's University  
3001 S. Congress Avenue  
Austin, Texas 78704-6489  
(512) 448-8581  
mollym@stedwards.edu

RANK: Professor of Education  
POSITIONS: Associate Vice President for Academic Affairs  
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-present  
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  
Literacy Research Association (LRA)

PROFESSIONAL OFFICES AND COMMITTEES 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-present  
Graduate Council member 1997 - present  
Council of Deans 1997-present  
University Strategic Planning Council and Retention Subcommittee 2017-present  
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

Master Schedule Committee 2016-2019  
Chair Articulation Committee 2015-present  
Policy Development Committee 2016-present  
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