

Melissa McCoy

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Melissa.McCoy@clarendoncollege.edu

EDUCATION

West Texas A&M University, Canyon TX

M.A. in English

2006

Thesis —“Rebels of the Reformation: Shakespeare and Christopher Marlowe”

West Texas A&M University, Canyon TX

B.A. in English

2004

AFFILIATION AND AWARDS

Vice President, April Society

2006

Member, Alpha Chi

2005

Member, Sigma Tau Delta

2006

Recipient: Geraldine Robinson Green Graduate Assistantship in English Award

2005

Recipient: Evelyn and Kenneth E. Frieze English Scholarship

2005

Recipient: English & Modern Language Excellence Award

2006

TEACHING EXPERIENCE

Clarendon College, Clarendon TX

Instructor—English 1301, 1302, 2311, 2331, 2332, 2333 (campus and online classes)
English 0301-0303, READ 0301-0303

2006-present

Head Teaching Assistant – West Texas A&M University

2005-2006

Graduate Assistant—West Texas A&M University: Literature of
the Western World, Online 2006

ADMINISTRATIVE EXPERIENCE

Division Chair of Liberal Arts

2011-May 2014

Responsible for coordinating schedules each semester for faculty in the liberal arts division. Responsible for collection of required documents (syllabi, office hours, vitae, etc.) from faculty. Led division meetings as necessary to relate information and/or training to faculty.

English Program Coordinator

2009-present

Selected textbooks for all English courses and ordered them for the Clarendon, Childress, and Pampa campuses. Created and provided syllabi and schedules with core objectives and learning outcomes as determined by the Texas Higher Education Coordinating Board to English faculty. Gathered data from all faculty, including adjunct and dual credit instructors, and prepared an annual program assessment for SACS.

Developmental Education Program Coordinator

2006-2009

Selected textbooks for all Writing and Reading remedial courses. Created and provided syllabi and schedules to adjunct faculty. Gathered data for the annual program assessment required by SACS. Approved textbook selection for developmental math faculty.
