

KATELYN L. JAYNES, PH. D.
Senior Advisor, Baylor Interdisciplinary Core
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EMPLOYMENT

Senior Advisor, Baylor Interdisciplinary Core, January 2023-Present

- Advised BIC students last name P-Z
 - Managed advising campaigns through Navigate, UAS, and other University networks
 - Mentored students re: student life, continuing in BIC, mental health concerns
 - Helped students make decisions based on vocational goals
- Collected and maintained data on advisees in terms of satisfactory progress to degree and completion of BIC requirements
- Recruited students at university sanctioned events multiple times throughout the semester
- Scheduled and monitored course sections and caps throughout the registration process
 - Liaised with faculty to promptly determine which courses fit schedule
 - Communicated with Registrar's office to obtain clarity and schedule course rooms
 - Maintained even enrollment in courses for fall alongside Chris Moore
- Gained increasing competency in the ways the BIC fits with other programs at Baylor and which majors don't work with BIC program
- Reviewed and analyzed past program data to better understand positioning of BIC in future
- Supplemented and updated advisor training manual
 - Created working document of how to use university specific advising software
 - Created working document for session note taking to streamline process of entering appointment notes
 - Noted basic daily duties of advisors, including but not limited to:
 - Running audits; creating, monitoring, and editing advising campaigns; conducting appointments; documentation; withdrawal process; application review; recruiting

Full Time Temporary Lecturer, Baylor University: Fall 2021-January 2023

Instruct students in the team-taught Baylor Interdisciplinary Core to make connections across time and discipline

- **BIC 1112: Examined Life 1**
 - Introduce students to the BIC's goal of living an engaged life
 - Lead small and large group discussions to encourage consideration of personal identity
 - Provide space for students to process the first semester of college in a New Student Experience class
- **BIC 1413: World of Rhetoric 1**
 - Instruct students on intersections between rhetoric and philosophy
 - Model communication and civility in leading discussions
- **BIC 1323: World of Rhetoric 2**
 - Instruct students in completing focused research projects with emphasis on the invention, brainstorming, and research phases throughout the course of the semester
 - Liaised with Library services to help guide students through research and provide them with extensive resources
- **BIC 2230: Social World 1**

- Teach students how to interrogate social structures to uncover definitions of justice, happiness, and morality
- Write and present lectures to large group sections of 200 students when required
- **BIC 2340: Social World 2 (also taught Spring 2023)**
 - Teach students to examine the underpinnings of American society by tracing the traditions of economics, sociology, and social theories
- **BIC 1324: World Cultures 2**
 - Instruct students in global literature from the early European Middle Ages to Shakespeare, focusing on intersections across time and cultures
 - Lead large group lectures (around 200 students) on medieval Jerusalem and Elizabethan England

Adjunct Professor, McLennan Community College: 2020-2021

- ENGL 1301: College Composition I, 3 sections
- ENGL 1302: College Composition II, 2 sections
- Instruct students at MCC and Riesel High School in college composition
- Provide guidance to students to facilitate successful course completion with frequent check-ins and consistent communication with students on an individual level

Instructor of Record, Department of English, University of Connecticut: 2014-2020

- Developed and implemented syllabi, readings, and graded four essay and multimodal assignments for eleven first year composition courses and one literature course
- ENGL 1010: Seminar in Academic Writing, 7 sections
- ENGL 1011: Seminar in Writing Through Literature, 4 sections
- ENGL 1101: Survey on Classical and Medieval World Literature, 1 section

EDUCATION

Ph.D. in English, University of Connecticut, Storrs, CT: 2014-2020

- DISSERTATION TITLE: *Barns of Disunity: Satirizing Households in Late Medieval English Literature.*

M.A. in English, University of Texas at Arlington, Arlington, TX: 2012-2014

- COMPLETED THESIS: "'Schyre Leues' and Cesspits: An Ecocritical Reading of Land Use and Apocalypse in *Cleanness*" (May 2014)

Honors B.A. in English, *Summa Cum Laude*, University of Texas at Arlington, Arlington, TX: 2009-2012

- COMPLETED HONORS THESIS: "Appearance Versus Ambiguity in William Dunbar's 'Tretis of the Tua Mariit Wemen and the Wedo.'" (May 2012)

MENTORING EXPERIENCE

- Fall 2022-Present: Serve as Faculty Advisor for the Mycology and Foray Club at Baylor University
- Spring 2019-Spring 2020: Served as a mentor in the UConn Connects Program through the Academic Achievement Center
 - Guided students through:
 - developing effective study habits
 - creating and sustaining achievable schedules
 - maintaining work-life balance
 - communicating with instructors and professors
- Fall 2012-Spring 2014: Writing Consultant at University of Texas at Arlington's Writing Center

- Tutored peers in developing essential writing skills
- Worked one-on-one with undergraduate and graduate peers to develop their projects, focusing on argumentation and rhetoric
- Led several writing workshops
- Awarded the first peer-nominated and elected English Writing Center Outstanding Tutor Award
 - highlighted my skill in connecting with each student and helping them meet their writing goals

SERVICE ACTIVITIES

Task Force for Priority Registration: Fall 2022-Spring 2023

- Review current Baylor University policy for Priority registration, including:
 - Process for groups or individuals seeking priority registration
 - Peer institutions' priority registration practices
 - Internal data regarding priority registration
- Suggest revisions to current policy as needed

Advisor for Honors Thesis: Fall 2022-Present

Staff Advisor for Baylor's Mycology and Foraging Club: Fall 2022- Present

Church Historian and Deacon for First Presbyterian Church of Waco: Fall 2020-Present as Historian, 2022-2024 as Deacon.

- Sorted, organized, and archived official church documents
- Created and implemented records to facilitate access on behalf of congregation
- Collected and counted offerings, greeted congregants

Secretary for the English Graduate Student Association: 2018-2019

Co-Chair of the Hospitality Committee, English Graduate Student Assoc.: 2017-2018

- Organized and coordinated campus visits for prospective students
- Wrote a guide for finding affordable and safe housing for incoming students based on survey of current and past graduate students

President, Graduate Christian Fellowship: August 2016-May 2018

- Acted as administrative point of contact for the club and reserved rooms on campus for the organization

Senator for English, Graduate Student Senate: August 2015- May 2016

- Elected as representative of English Department interests to the graduate student governing body

FELLOWSHIPS AND AWARDS

- Summer 2015: Fred Cazal Memorial Fellowship: intensive summer Latin course
- Spring 2014: English Writing Center Outstanding Tutor Award

SELECT CONFERENCE PRESENTATIONS AND PROFESSIONAL DEVELOPMENT

April 11, 2022: Led an Honors Colloquium Session on *Wynnere and Wastoure* that asked students to make connections between the medieval and the present.

August 4, 2021: Joint Professional Development Session with MCC Librarian Kristen Cook on Information Literacy. Demonstrated integration of MCC library's Information Literacy into CMS and class activities to help students interrogate and understand popular non-scholarly sources.