

Christine E. Kephart, Ph.D.
Curriculum Vitae

EDUCATION

- 2007** Ph.D., English, Drew University, Madison, NJ
Honors: Distinction for dissertation and qualifying exams
Dissertation: "Gothic Cathedral Iconography in Willa Cather's Fiction"
Major Areas: Medieval Literature, Willa Cather, Drama, Romantic Literature, Medieval Philosophy
Languages: French, Old English
- 2015** Graduate Certificate, Instructional Design, University of Wisconsin-Stout (online)
Concentration: Project Management
- 1993** M. Phil., English, Drew University, Madison, NJ
- 1990** B.A., English; second major in Music, Georgian Court University, Lakewood, NJ
Honors: *cum laude*; Sigma Tau Delta

TEACHING APPOINTMENTS

2019-

present Writing Instructor, Rutgers University, Doctor of Social Work Program, New Brunswick, NJ
Writing Fundamentals
Writing Workshops
Writing for the Web

2013-

2019 Adjunct Instructor, Stevens Institute of Technology, Hoboken, NJ;
Research and Writing Seminar (Preparation for writing the Senior Thesis)
Writing & Communications (Critical thinking and composition; text-based research, writing, and presenting)
Western Literature (Survey of Western Literature)
British Literature (Survey of British Literature)

Workshops

Writers Group: Dissertation Writing Series for the PhD Student in STEM
Technical Writing
Professional Presentations
Academic Job Portfolio
Preparing to Publish
Graduate Student Enrichment Series
Faculty Development:
 Providing Effective Feedback
 Designing Collaborative Student Projects
 Teaching ESL Speakers of English
 Understanding the First-Generation Student
 Writing Effective Assignments and Rubrics

2017-2018; 1995-2010

Adjunct Instructor, Georgian Court University, Lakewood, NJ
Contemporary British Literature (Survey of contemporary British literature)
British Literature I (Survey of British literature from Anglo-Saxon literature to the 1500s)
British Literature II (Survey of British literature from the 1500s to the present day)
Humanities Senior Seminar (Capstone course: intensive study and research of a humanities topic)
Medieval Literature (Survey of European Medieval literature)
Women in Literature (Survey of literature written by women)
World Literature I (Survey of world literature from the epic to the 1500s)
World Literature II (Survey of world literature from the 1500s to the present day)
American Literature II (Survey of American literature from the Realists to the present day)

2010-

2013 Adjunct Instructor Kean University, Toms River Campus, NJ

Senior Seminar: Critical Perspectives on Willa Cather (Capstone course)

Honors: Student awarded first place award (Haselton Award) in 2013 for outstanding capstone paper

Senior Seminar: Critical Perspectives on Edith Wharton (Capstone course)

Special Subjects in Women and Literature: Willa Cather (Intensive study and research)

Medieval Prose and Poetry (Survey of the prose and poetry of the European Medieval period)

Critical Perspectives (Literary theory, perspectives, and research)

2011-2012; 1995-2008

Adjunct Instructor, Ocean County College, Toms River, NJ

World Literature I, developed and taught the online master course and traditional delivery (Survey of world literature from the epic to the 1500s)

English I (Text-based essay writing and critical reading and thinking)

English II (Introduction to the study of fiction, poetry and drama; text-based writing and research)

Fundamentals of Reading and Study

Fundamentals of Writing

WRITING CENTER POSITIONS

2013-

2017 Director, Writing & Communications Center, Stevens Institute of Technology, Hoboken, NJ

- Performed all aspects of administration, including the following:
 - Promoted operational and reporting efficiency by implementing online scheduling and management software to streamline data tracking and monitoring, and to perform statistical program analysis
 - Initiated and maintained comprehensive records and reports of program statistics; developed, prepared and presented reports to senior administration and advisory panels
 - Established and managed a budget
- Professionalized writing center operations: created and implemented center protocols; stayed current in writing center best practices and pedagogy; prioritized center responsibilities; initiated and maintained membership in writing center best practices communities, such as the IWCA
- Provided leadership and training:

- Identified and addressed staff development needs to ensure high employee morale and center outcomes
- Designed, instituted, supervised, and implemented educational technologies for staff training; performed personnel performance reviews; assigned staff responsibilities
- Developed data and measures of effectiveness to evaluate training and program outcomes and ensure alignment with university goals
- Coached Ph.D. candidates one-on-one in writing, developing project plans that are measurable, specific and realistic, and maintaining open communication with advisors and doctoral committees
- Provided editing of university grant proposals in science and technology
- Collaborated with faculty, administrators and professional staff across campus to actualize the center's responsibility to the university, developing, implementing, and evaluating programs such as:
 - School of Business Program Assessment, with the School of Technology Management undergraduate and MBA programs
 - English language testing for incoming ESL students, with the English Language Learning unit
- Worked directly with students across the disciplines, delivering workshops and strategies to help with academic challenges, including written and oral communications and study skills, on topics such as thesis, MLA format, and academic vocabulary building
- Interacted and collaborated closely with faculty and staff to initiate and facilitate new and revised center programs, such as academic and career-oriented programming
- Upgraded center space and implemented technologies to foster student and faculty well-being and academic learning

2011-

2013 Director, Writing Center & Tutoring Resources, Ocean County College, Toms River, NJ

- Envisioned and created a Tutoring Resources unit to address the escalating demand for a structured learning resources center encompassing writing, math, and sciences, as well as workshops on academic strategies for success in all fields of study, for a large and diverse student population, including ESL students, military veterans, and adult learners
- Carried out all aspects of administration:
 - Established and managed a departmental budget and planning documents
 - Performed annual personnel performance reviews
 - Performed and reported analysis of program outcomes to senior Academic Affairs staff and the Board of Directors; maintained comprehensive records and reports
- Provided leadership and training:
 - Identified and supported professional development opportunities for staff to maintain best practices in learning resource centers
 - Established guidelines for standardizing and professionalizing departmental activities and ensuring operational efficiency
 - Developed instructional and practical training materials
 - Evaluated and coordinated online tutoring with the Office of E-learning
- Created and implemented career development materials and consulted one-on-one with community college and university students seeking to transfer to a new college, apply to graduate school, or apply for job opportunities, particularly to review personal statements, cover letters, resumes, and interview skills

- Consulted and partnered with faculty and college offices to develop, deliver, and assess well-designed academic strategy development workshops for students and professional development opportunities for faculty; supported grant-funded tutoring in other college units
- Worked directly with the diverse student body across disciplines at the college and at Kean University to develop written and oral communication skills; developed and delivered programs in effective academic strategies and study skills
- Initiated across-campus outreach efforts to communicate the center's available services to students, faculty, and staff

2008-

2011 Writing Skills Tutor (Full-time Administration), Ocean County College, Toms River, NJ

- Conceptualized and created a writing center to meet the writing and reading challenges of a sizable and diverse student population, including ESL students, military veterans, and adult learners
- Performed all aspects of administration and management:
 - Developed innovative approaches to delivery, workflow, and practice to ensure operational efficiency
 - Established data measurements for academic program review and reported on usage statistics
 - Initiated and implemented standards and best practices for operating a writing center
- Worked directly with students to improve and expand writing, reading, literacy, critical thinking, and study skills, including ESL students
- Collaborated and interacted interdepartmentally with faculty and administrators to develop, implement, and evaluate workshops and programming for assessing student progress and addressing academic challenges, such as:
 - Pass the Class Workshops
 - First Year Writing Seminar
 - Developmental Education pilot program

ADDITIONAL ACADEMIC ADMINISTRATION

1999-

2000 Interim Director, Summer Sessions, Georgian Court University, Lakewood, NJ

- Hired, scheduled, and oriented summer faculty and supervised support staff
- Developed summer session brochure to publicize procedures, schedules
- Responded to student concerns and summer session queries

ACADEMIC EDITING AND COACHING

2008-

present **Editor and Coach**, Writing Mechanics, NJ

- Coach graduate level students, including those who have learned English as a second/foreign language learners (ESL), in scholarly writing, particularly for STEM, business, education and nursing fields, such as at Stevens Institute of Technology, Monmouth University, Rutgers University School of Nursing, and Rowan University
- Provide coaching for master and doctoral degree students to help them persist to degree completion, including positive reinforcement and techniques for success such as writing templates and effective time management
- Implement the principles of adult learning theory for coaching students to success
- Develop, deliver and manage academic and accreditation assessments for the College of Arts & Letters, the School of Business, and the Mechanical Engineering program at Stevens Institute of Technology; assess the writing of ESL graduate students
- Implement educational technologies for effective instruction/coaching
- Help students develop and achieve writing goals and research plans that are measurable, realistic, and specific
- Provide developmental and structural editing of essays, theses, dissertations, paper proposals, and PowerPoint presentations to writers in various disciplines, including STEM, nursing, education, and business
- Mentor students in communicating effectively with thesis and dissertation committees and advisors
- Review and edit paper formats, such as Chicago style, MLA, and APA

SCHOLARSHIP

Literary Scholarship

Monograph

The Catherian Cathedral: Gothic Cathedral Iconography in Willa Cather's Fiction. (2012). Fairleigh Dickinson University Press, 2012.

Book Chapters and Essays

“On Becoming Neighbor Rosicky: Willa Cather, William James and the Constructs of Well-Being.” (2013). In *The Eudaimonic Turn: Human Flourishing in Literary Studies*. Eds. James O. Pawelski and D. J. Moores. Fairleigh Dickinson University Press.

“‘He turned off the lights’: A Study of Darkness in *My Mortal Enemy*.” (Autumn-Winter 1993-94). *Willa Cather Pioneer Memorial Newsletter & Review*, 37.3-4, 36-39.

Conference Papers

Plenary Speaker. “The Spirit of Space: Cather’s Cathedral Narratives.” (2014, June). Cather Symposium, Rome.

“Screaming Eve and the Silent Recluse: Cather’s Female Atonement Figures.” (2013, June). The International Cather Seminar, Flagstaff, AZ.

“Parroting Flaubert: Cather’s Parrots and Flaubert’s ‘A Simple Heart.’” (2009, June). The International Cather Seminar, Chicago.

“Light on Adobe Walls.” (2003, March). NJCEA Conference, Seton Hall University.

“Gothic Cathedral Light in *Shadows on the Rock*.” (1998). Cather Colloquium, Drew University.

Writing and Reading Scholarship

Conference Papers

“Incorporating Workforce Writing Skills into the Classroom.” (2012, March). College Reading and Learning Association NJ-PA Chapter Conference, Montclair University, NJ.

“Differentiating Instructional Strategies: Accommodating Diversity in a Community College Writing Center.” (2012, March). College Reading and Learning Association NJ-PA Chapter Conference, Rutgers University, NJ.

Workshops

Writing for ACAD155, workshop for Faculty, Ocean County College, Fall 2012

“You in 5 Objects,” Summer Writing Workshop for students in EOF, Ocean County College, August 2012

SERVICE TO THE UNIVERSITY COMMUNITY

Stevens Institute of Technology

2013-2017 Judge for student creative writing competitions

Member of search and ad hoc university committees

Participant in fundraising and outreach programs for the office of Development

2016 Editor for Stevens Math Olympiad

Kean University

2012-2013 Acting adviser and mentor for the Kean University (Toms River campus) chapter of Sigma Tau Delta

Ocean County College

2012-2013 Chapter writer and co-leader, Middle States Self Study accreditation process

2008-2013 Presenter in college programs, such as Women’s History Month musical performances and skits

Chair and member of the Tutoring Committee to assess academic support on campus

Member of the Foundations of Excellence self-study team to evaluate the college’s first-year programming

Writing Across the Curriculum consultant for faculty

Host, Write All Nite (4pm to midnight), at the Writing Center

Georgian Court University

2000-2002 Director, Court Players

SERVICE TO THE LOCAL/NATIONAL/INTERNATIONAL COMMUNITY

Current **Online Writing Tutor.** Jesuits Worldwide Learning. Purpose: Educating and supporting students who are learning in English but living at the margins (e.g., Bamyan Province, Afghanistan; Dzaleka refugee camp, Malawi)

Member. Board Development Committee, Girl Scouts of the Jersey Shore. Purpose: Recruiting qualified leadership

Member, Corresponding Secretary. Soroptimist International, Central Jersey Coast chapter..
Purpose: Advocating for women and girls at the local level who need financial, educational and career assistance

2018-2019 **Commissioner.** Ocean County Advisory Commission on the Status of Women. Purpose:
Addressing “the needs, concerns, problems and interests ... [and] services and resources for women in Ocean County”