

Sara Wallace

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Education

M.A. Mills College, Oakland, CA., May 2011

Master of Arts in American and British Literature.

B.A. University of California, Santa Cruz, CA., June 2003

Bachelor of Arts in Literature with a focus in Modern Studies.

Graduated with honors.

Education Abroad Program: August 2001-July 2002

Université Michel De Montaigne, Bordeaux, France.

Teaching Experience

Bakersfield College

English 5B, B10, B24, B41A, B1B, B1A, B60, B50, and B53, August 2015-Current

Positions: Adjunct and full-time, tenured in 2022

Modalities: On-line, Hybrid, Face-to-Face, Dual Enrollment, and Prison education

- Prepare and facilitate courses in English Composition for basic skills classes as well as Freshman Composition
- Review and evaluate student papers, also prepare and evaluate midterm and final exams
- Teach lectures on different writing skills, paragraph development, the writing process, the preparation of various types of essays including research writing
- Develop a professional development workshop focused on assisting new adjuncts navigate campus

Taft College

English 1000, 1500, 1600 Instructor, August 2013-June 2019

Positions: Adjunct and one year temporary full-time

- Prepare and facilitate courses in English Composition and English Literature
- Develop curriculum and material for on-line, hybrid, and face-to-face classroom environments
- Review and evaluate student papers as well as prepare and evaluate midterm and final exams
- Teach lectures on different writing skills, writing process, and the preparation of various types of essays
- Teach lectures on the history, development, and elements of short stories, fiction, poetry and drama as well as lead discussions centered on the reading of the various genres
- Participate on the professional development committee and the distance education committee

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San Joaquin Valley College

General Education Instructor, February 2012-2018

- Prepare and teach five-week courses in English Composition
- Review and evaluate student papers
- Lead group discussions and meet with students individually
- Teach lectures on different writing skills and the preparation of various types of essays
- Participate in creating and presenting professional development opportunities for colleagues in identifying and managing plagiarism issues, and incorporating Robert Marzano's teaching strategies in the classroom.
- Participated in SJVC's scholarship committee

University of Phoenix

Composition 170, 172, 112, 215 Instructor, February 2013-August 2016

- Prepared and facilitated five-week courses in English Composition
- Reviewed and evaluated student papers
- Taught lectures on different writing skills, writing process, and the preparation of various types of essays

College of Alameda, Alameda, CA

Faculty Diversity Intern for English 1A, Summer 2011

- Prepared and taught an on-line/classroom hybrid in English Composition

Faculty Diversity Intern for English 1A, Fall 2010

- Prepared and taught an on-line/classroom hybrid in English Composition

Lead Teaching Assistant for English 1B, Spring 2010

- Supported a beginning composition course taught on-line

• Prepared and taught a unit on *Like Water for Chocolate*

Teaching Assistant for English 1A, Fall 2009

- Supported a beginning composition course taught both on-line and in-class

Responsibilities for classes taught at the College of Alameda

- Reviewed and evaluated student papers and on-line reading activities
- Lead group discussions and met with students individually
- Taught lectures on different writing skills and preparation of various types of essays
- Participated in discussion forums for unit

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Mills College, Oakland, CA

Writing Center Tutor, Spring 2011

- Tutored students individually
- Worked on the publicity committee

Teaching Assistant for English 1 and Instructor for English 5, Fall 2010

- Led a weekly workshop that focused on writing skills
- Attended classroom lectures twice a week
- Participated and assisted professor with classroom discussions and writing workshops
- Tutored students individually

Awards

Taft College Celebration of Success Award, 2014-2015

Marion Hood Boess Haworth Prize in Fiction for Children & Young Adults, April 2011

-Graduate YA Category

Award in memory of Edward and May Chan for Outstanding Service to Community College Students,
May 2010

Training Workshops

Led a workshop on teaching inside the prisons, January 2020, August 2021, and August 2022

Led a workshop: Adjunct Q and A Forum, Bakersfield College, August 2018

On-line Teaching and Learning, Bakersfield College, Summer 2018

28th Annual Building Bridges Conference, March 2018

Cultural Bias in the Classroom, Bakersfield College, August 2017

Canvas Face-to-Face, Bakersfield College, August 2017

27th Annual Building Bridges Conference, March 2017

Led a series of Workshops on Marzano Teaching Strategies, SJVC, 2015

Led a series of Workshops on Plagiarism, SJVC, 2013

Committees

Bookstore Advisory Committee, Fall 2019-current

Rising Scholars Program, Fall 2019-current

Summer Bridge, Bakersfield College, Summer 2017 and Summer 2018

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Professional Development Committee, Taft College, 2018-2019

Distance Education Committee, Taft College, 2018-2019

Publications/Conferences

Adjunct Tips and Tricks, Trouble Shooting Canvas-Co-presented, March 2019

Building Bridges Conference, Bakersfield, CA

Reimagining Girlhood: Communities, Identities, Self-Portrayals, October 22-24, 2010

State University of New York College at Cortland

-Abstract accepted: "Fathers: What good are they?"

"That's a good question!"

a conference about pedagogy in the 21st century

Mills College, Oakland, CA, December 11, 2009

-Co-presented: "Hybrid Teaching: Structuring Essays and MLA formatting through manual and Technological Methods"

The East County Californian, October 2004-November 2005

El Cajon, CA

The Beach and Bay Press, October 2003-August 2004

San Diego, CA

Interests/Skills

Thorough knowledge of Microsoft Office software and QuarkXpress.

Familiar with Moodle and Canvas software for use in on-line and hybrid classroom environments.

Knowledgeable in the use of Destiny 2 Learn.

Editing, Journalism and Publishing Experience

KJAYA, San Diego, CA *Technical Editor*, 2009

- Awarded grant proposal for National Institutes of Health Phase 1
- Edited technical proposals for medical imaging software.

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Elsevier, San Diego, CA

Journal Manager and Journal Administrator, November 2005–August 2009

- Processed and managed manuscripts from submission to publication using Elsevier Editorial System and Production Tracking System
- Communicated and discussed common goals with team leader, colleagues, editors, and authors
- Praised for excellent organizational skills resulting in minimal errors
- Established strong relationships; gaining trust from colleagues and editors

San Diego Neighborhood Newspapers, San Diego, CA

Editor of The East County Californian, October 2004–November 2005

- Created original article ideas and assigned to freelancers
- Collaborated on direction of editorial content with publisher
- Edited news and feature articles; designed and layout newspaper
- Served as a liaison between the community and newspaper
- Met all publishing deadlines

San Diego Community Newspaper Group, San Diego, CA

Editor of The Beach & Bay Press, October 2003–August 2004

- Created original article ideas and assigned to reporters
- Edited news and feature articles
- Designed, copyedited and proofed layout for publication
- Met daily, weekly and monthly deadlines