

MELISSA SCHOEBEN

MelissaSchoeben@MissouriState.edu

Instructor and lab supervisor at Missouri State University with seven years of combined experience in teaching microbiology labs. Extensive background in laboratory/related work and in microbiological laboratory preparation. Experience in supervision of student workers and graduate assistants.

EDUCATION

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|------------|---|------|
| MS | Missouri State University, Biology
Thesis: "Genetic Tools to Allow Efficient Gene and Protein Characterization of the Industrially Important Bacterium <i>Gluconobacter oxydans</i> "
Advisor: Paul Schweiger | 2017 |
| BS | Missouri State University, Microbiology/BioTechnology
GPA: 3.71
Chemistry Minor | 2013 |
| AAS | Jefferson College, Veterinary Technology
GPA: 3.54 | 2001 |

TEACHING EXPERIENCE

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|---|-------------------------------|
| Missouri State University, Springfield, MO
Instructor, Biology | August 2019 to Present |
| <ul style="list-style-type: none">• Taught Microbiology Laboratory, an upper division undergraduate course covering general microbiology laboratory concepts and techniques• Prepare, update, and grade learning material, exams, quizzes, and other assignments• Revised the syllabus, lab schedules, and student safety protocols• Coordinated labs with a team of professors, instructor, and teaching assistants to plan laboratory exercises• Schedule, supervise and train student workers and graduate assistants in laboratory preparation• Ensure adequate stock of laboratory equipment and consumable supplies• Schedule maintenance and repair of laboratory equipment• Serve as academic advisor for undergraduate biology students | |
| Missouri State University, Springfield, MO
Teaching Assistant, Biology | January 2015 to December 2016 |

- Taught Elements of Microbiology Laboratory, an undergraduate course covering general microbiology laboratory concepts and techniques
- Prepare and grade exams, quizzes, and other assignments
- Proctor exam, lead review sessions, and other duties as needed
- Performed extra duties in microbiology laboratory preparation, including media preparation, culturing live microorganism, lab and exam set-up, etc.

AWARDS AND CERTIFICATIONS

Master Advisor Certification, Active, December 2019

Faculty Excellence in Service, 2022

SERVICE

Departmental

Microbiology Lab Moves, Spring 2024-Fall 2025

Academic Connections Fair-Volunteer, September 2024 and September 2029

Preparation and administration of lab materials for BIO 213/313, August 2019-Present

- Supervise 7-10 TA's and student workers per semester in the microbiology prep lab
- Schedule/coordinate autoclave and microscope service
- Participate in environmental management policy panel meeting twice per year
- Update department SDS binders yearly
- Assist faculty and students with chemicals, equipment, supplies, and media.

Search Committee- Assistant Professor-9 month Appointment, Biology, Member
August 2023-April 2024

Search Committee- Visiting Assistant Professor, Biology, Member
April, 2023-July 2023

Hunan Normal University 3+1 Committee, Member
September 2021-November 2021

Description: Committee to discuss and propose course options to include in Hainan Normal University 3+1 program for degree in biotechnology, and determine possible implementation challenges.

Instructor Teaching/ Service Award Committee
March-April 2022

Description: Review of teaching and service annual reviews, and ranking of candidates

Evaluation of Research Seminars for Departmental Search Candidates

2022

Description: Reviewed 9 recorded seminars and completed evaluations for each.

College

CNAS 3MT, Judge, January 2021

University

BIO-BMS Conversation Small Group-Microbiology, October 2023-Present

Public Affairs Conference Advisory Board-Member, January 2023-May 2023

Community

Ozarks Science and Engineering Fair

General Volunteer, Missouri State University, March 2023

Judge, Missouri State University, May 2020 and March 2021

Springfield Catholic Speech and Debate Tournament

Judge, December 2022

MILITARY SERVICE

United States Army

Animal Care Specialist, October 2002-October 2006

Veterinary Laboratory Europe, August 2005-October 2006

- Maintained murine neuroblastoma (MNA) cell cultures
- Tracked, logged in, and processed incoming rabies and pathology samples
- Collected and prepared tissue samples to test for the presence of rabies virus
- Performed direct fluorescent antibody (DFA) tests for the detection of rabies virus
- Confirmed DFA results by amplification of rabies virus using MNA cell cultures
- Prepared diagnostic samples for shipment or evaluation
- Used STARLIMS software to log samples and record results of rabies testing
- Maintained laboratory reports, files, and log books
- Operated and performed maintenance checks on laboratory equipment

64th Medical Detachment, April 2003-August 2005

- Provided routine daily care for privately owned animals and military working dogs
- Obtained medical history from pet owners and dog handlers
- Performed physical examinations, recorded findings in animal health records, and reported abnormalities to the veterinarian
- Administered vaccines and medications
- Collected and prepared blood, urine, feces, and other specimens for evaluation, shipment, or microscopic examination

- Performed routine clinical laboratory procedures
- Assisted the veterinarian in surgical procedures

FACULTY DEVELOPMENT

Training and Workshops Attended

2025

- Advising That Isn't Lost in Translation
- The Grad Advising Playbook: Tips & Tools for Grad Degree Progress
- General Education Sampler: The Science of Discovery-Navigating University Courses for Today's Advisors
- A Conversation with Faculty Advisors
- Counseling Center-Overview of Services for Students & Other Campus Supports

2024

- Technology in Advising Updates
- Accelerated Graduate Programs: What (UG and GR) Advisors Need to Know
- Transfer Advising Essentials: What's New?
- Keys to Advising Language Students
- Using Proactive Advising & Academic Planning to Better Serve Our Advisees
- Residence Life, Housing Holds, & More

2022

- Advising with Cultural Competence at the Forefront
- General Educational Sampler: Public Issues
- What's New in Academic Advising
- Technology in Advising II: Updates
- Understanding Military Educational Benefits
- Advisors as Social Justice Advocates: A Primer
- Campus Conflict Workshop " De-escalation Strategies in Conflict

2021

- Listening Like an Anthropologist: Why deep listening matters for trans* allies
- Campus Conflict Workshop on Apology and Forgiveness
- Improving retention and student success for first-generation students: The important role of academic advisors in a large scale grant
- Speaking Up, Not Over: Using nonviolent communication to advocate for trans* students
- Cultural Consciousness in the Workplace: Workforce Diversity
- 36th Showcase on Teaching and Learning Virtual Conference
- Impact Summit: College Student Mental Health Conference

2020

- Virtual Online Bootcamp

2019

- Advising Basics Workshop
- Master Advisor Workshop

OTHER

BioLife Plasma Services, November 2013-December 2014
Phlebotomy/Medical Screening