

TAMMY J SALMON-STEPHENS

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PROFESSIONAL SUMMARY & HIGHLIGHTS

A student-centered educator, project manager, motivator, team leader, & advisor in higher education.

- ❖ Employed at University of Wisconsin - Platteville for over ten years;
- ❖ Earned bachelor and masters degrees in engineering;
- ❖ Developed supervisory skills while responsible for 100+ employees in industry;
- ❖ Demonstrated ability to motivate, lead and empower faculty, administrative, academic, classified and LTE staff and students;
- ❖ Dedicated team player experienced with project management, collaboration with others and trouble shooting project implementation;
- ❖ Experienced with curriculum development with knowledge about teaching techniques;
- ❖ Proficient at advocating, encouraging, mentoring and advising any population of students;
- ❖ Recognized as a strong and effective communicator with a strong work ethic.

EDUCATION

Master of Science, Engineering, Project Management Emphasis, 2005, GPA: 4.0/4.0

University of Wisconsin-Platteville, Platteville, WI

Bachelor of Science, Industrial Engineering, 1994, GPA: 3.0/4.0

University of Wisconsin-Platteville, Platteville, WI

HONORS & AWARDS

2007, University of Wisconsin System Regents Academic Staff Excellence Award

2007, Women in Engineering Program and Advocates Network (WEPAN), Women in Engineering Initiative Award for the UW-Platteville Women in Engineering Program

2005, Advisor to Society of Women Engineers, Student Organization of the Year

2004-2007, Nominated for UWP Woman of the Year

1989, Girl Scouts of the USA, Gold Award

ACADEMIC & STUDENT AFFAIRS EXPERIENCE

University of Wisconsin-Platteville, Platteville, WI

Senior Director, Engineering Advising Office

March 1997 - present

(Promoted from Director to Senior Director in 2004)

- ❖ Serve as the lead advisor for the college, model excellent academic advising and collaborate with faculty in advising special student populations (i.e., minorities & women, transfer students, at-risk students, etc.)
- ❖ Advise selected group of engineering students (50+); support advising for the College of Engineering, Mathematics, and Science (EMS) students (2000+).
- ❖ Serve on University and College of EMS dismissal appeal committees and mentor re-admitted students.
- ❖ Coordinate, standardize and provide training for all engineering advisors and assist faculty, program assistants and LTE's with advising questions, problems or issues.
- ❖ Serve as liaison between College Advisors, Registrar's Office, Admissions Office and Office of Information and Technology.
- ❖ Lead the SAGE committee and collaborate with faculty, department chairs and administration to ensure Student Access to General Education courses (SAGE).
- ❖ Contribute to the University Advising Team, including campus advisor training (i.e. PeopleSoft use, advising techniques, general education, etc.), assessment and advisor recognition programs.

ACADEMIC & STUDENT AFFAIRS EXPERIENCE (Continued)

University of Wisconsin-Platteville, Platteville, WI

Senior Director, Women in Engineering Program

March 1997 – present

(Promoted from Director to Senior Director in 2004)

- ❖ Recruit women into engineering programs through focused recruitment, including outreach programs, school visits, mentor programs, individual advising, scholarship programs and personal contacts.
- ❖ Responsible for management of program budget and facilities.
- ❖ Coordinate recruitment efforts with Admissions Office, Alumni Office, College faculty, and students.
- ❖ Enhance retention and graduation of women in engineering degree programs through mentoring programs, skills-based programs, individual advising and personal contacts.
- ❖ Prepare grant applications and perform other outreach activities to develop external funding.
- ❖ Serve as faculty advisor to Society of Women Engineers Student Section.
- ❖ Develop and maintain statistics on program effectiveness.
- ❖ Participate in faculty/student recognition programs.
- ❖ Supervise up to six student assistants.
- ❖ Create a supportive community for women in engineering.
- ❖ Establish and maintain outcomes-based assessment plans.

Residence Hall Programming Director

August 1993 - May 1994

Resident Assistant

August 1991 - May 1994

- ❖ Provided guidance and referral for students in largest and only all-female residence hall.
- ❖ Held both positions while completing Industrial Engineering degree.
- ❖ Promoted to Programming Director in third year as Resident Assistant; supervised all Programming in Dobson Hall.

TEACHING & CURRICULUM DEVELOPMENT EXPERIENCE

University of Wisconsin-Platteville, Platteville, WI

Career and College Development

1997 – present

Advise, mentor & teach hundreds of college students, one-on-one and group formats, on college success skills, study skills, career development and overall student success.

Pre-College Career Development

1997 - present

Advise, mentor and teach thousands of pre-college (pre-K through high school) students about careers in science, technology, engineering and mathematics in both one-on-one and in group formats.

Student Access to General Education (SAGE) Committee

2004 – present

Chair of committee to determine how many and which general education courses to offer to accommodate planned growth initiative: Tri-State Initiative (TSI).

- ❖ Coordinate meetings with committee of faculty, staff and administrators to develop a data-driven, but student-centered additional course selection process.
- ❖ Communicate with Provost, Academic Affairs Council, Chancellor's Cabinet, Advising Team, Department Chairs, Facilities Management and Office of Information and Technology to obtain approval for recommended course additions.
- ❖ Work one-on-one with Provost to manage additional faculty FTE, increase average student credit hours, obtain cooperation from faculty and increase overall efficiency of course enrollments.
- ❖ Increase communication with advisors, admissions staff, athletics staff and others during freshmen registration to improve over-all registration processes for new freshmen.

TEACHING & CURRICULUM DEVELOPMENT EXPERIENCE

(Continued)

College Council

1999 – present

Participate in weekly College of Engineering, Mathematics and Science Council Meetings.

- ❖ Department Chairs, Program Coordinators and Assistant Dean discuss Administrative and Curriculum matters.
- ❖ The College Council, chaired by the Dean, serves as the curriculum approval body for the College.

University of Wisconsin System Women & Science Board

1997 – present

Serve on advisory board that oversees University of Wisconsin System Women and Science Program where “gender-neutral pedagogy” is promoted through workshops for UWS faculty; elected as Advisory Board Chair in 2007.

- ❖ Provide input on and present at the yearly workshops and conferences offered for new and seasoned UWS faculty to promote, “inclusive and student-centered pedagogy.”
- ❖ Promote and foster “collaborative communities” centered on attracting and retaining women and minorities in science, technology, engineering and mathematics within the UWS.

“Engineering A Girl” Tool Workshops

2004 - present

Co-developed and co-directed outreach curriculum- and assessment-based program for local middle & high school girls to encourage participation in science, technology, engineering and mathematics.

- ❖ Secured funding to purchase twelve tool kits for UW-Platteville, recruited women college students to participate, developed training program, and hosted workshops to provide training for students.
- ❖ Developed, with women college students, “hands-on” workshops to present at local schools; conducted, in conjunction with women college students over 20 workshops in local schools.
- ❖ Recruited and secured funding for four local school districts to begin tool workshops in their district. Over 400 girls in Southwest Wisconsin have participated in the program in the School Districts of Platteville, Darlington and Lancaster. Recent funding obtained for Dodgeville.

Middle & High School Teacher Workshops

Summers 2001 – 2003

Served on a team with five UW-Platteville education, mathematics and engineering professors to develop hands-on activities to promote science, technology, engineering and mathematics for middle and high school teachers.

- ❖ Secured funding multiple times to offer graduate credits and summer workshop experiences for local teachers to participate in workshops.
- ❖ Developed curriculum to promote “hands-on” teaching activities based on national and state education standards.

UWS Women & Science Curriculum Reform Institute

June 1997

Served on a team with 3 UW-Platteville physics and engineering professors to revise General Physics (calculus based) Laboratory.

- ❖ Participation competitive within the University of Wisconsin System.
- ❖ Curriculum revisions employed: discovery-based learning, team-based problem solving, and both written and numerical solutions.

Introduction to Engineering Instructor

Fall semesters '97 & '98

Classroom Lecturer for 2-credit, freshmen level introduction to engineering course.

Perry-Judds Finishing Supervisor Training

1995-1996

Developed first-ever training program for new Finishing Supervisors at Perry-Judds.

ENGINEERING WORK EXPERIENCE

Perry Graphic Communications/Perry-Judds, Waterloo, WI May 1994 - March 1997

Competitive printing company that prints and binds weekly magazines, including *Time Magazine*, *Sports Illustrated*, *People*, *Business Week*, and *Computer World*.

(Purchased by RR Donnelley & Sons Co., January 2007)

Project Manager

January '95-March '97

Facilitated and designed several process improvement projects in the Finishing Department.

- ❖ Prepared extensive training program to inform approximately 200 management and hourly employees on objectives, strategies, and benefits of stitcher set-up time reduction program.
- ❖ Provided key communication for stitcher set-up time reduction program through regular cross-departmental project team meetings for key action plans, implementation strategies, project updates, and project effectiveness.
- ❖ Created project baseline and performance measures, both qualitative and quantitative to monitor project progress.
- ❖ Reduced setup times by 15%. Setup time for *People* magazine on six inlines was reduced 30%.
- ❖ Performed several job task analyses.

Perry Graphic Communications/Perry-Judds, Waterloo, WI

Finishing Supervisor

May 1994 - March 1997

Supervised and directed over 100 Finishing production employees on third shift and worked with Department Manager on special projects.

- Developed and implemented training rotation program for new Finishing Supervisors and Operator Skill Based Pay program.
- Performed general supervisory duties on third shift for six months, with additional responsibilities of interviewing candidates for operator positions, evaluation of employees, facilitation of new production systems, and training of both management and hourly employees on new systems.
- Assisted Finishing Manager with financial matters such as 1996 budget and capital justifications for equipment.

United Parcel Service (UPS), Elm Grove, WI

May 1993 - August 1993

Worldwide package delivery Service Company.

Industrial Engineering Intern

Learned (STAR) computer program, developed training materials, and implemented Train-the-Trainer program for several UPS Centers in Wisconsin.

3M, Prairie du Chien, WI

Summers 1991 and 1992

Global company that produces variety of adhesives, office equipment, office supplies, cleaning supplies, medical supplies and other goods.

Engineering Assistant

Worked with Process Engineer in researching ISO 9000 and developed, with production employees, 60 - 70 Standard Operating Procedures for various products on converting lines.

PROFESSIONAL DEVELOPMENT

- ❖ UW-Platteville Course Audit, Psychology 4930, "Techniques in Counseling and Psychotherapy"
- ❖ UW-Platteville Diversity Advocates Training, October 2006
- ❖ Preparing for Positive Change in Human Relations at UW-Platteville, October 2006
- ❖ White Privilege: Institutional Racism in Academic Settings, October 2006
- ❖ GLBTQ SAFE Training, October 2006
- ❖ AACRAO (American Association of Collegiate Registrars and Admissions Officers), *Registrar 101*
- ❖ UW-Platteville campus PeopleSoft and Data Mart Training Sessions
- ❖ Wisconsin Women in Higher Education (WWHEL) Conferences
- ❖ Wisconsin Technical Education Association conferences
- ❖ NACADA (National Academic Advising Association) conferences
- ❖ WACADA (Wisconsin Academic Advising Association) conferences
- ❖ Grant Writing/Proposal Planning Workshops (Lynn Miner, David Bauer, Bev Browning)
- ❖ Stephen Covey Professional Development Conference
- ❖ Women in Engineering Program and Advocates Network (WEPAN) training seminar
- ❖ UWS Women and Science Curricular Reform Institute
- ❖ Chautauqua Short Course Program: Enhancing Student Success Through a Model "Introduction to Engineering" Course

PROFESSIONAL MEMBERSHIPS

- ❖ UWS Women & Science Advisory Board
- ❖ Women in Engineering Program Advocates Network (WEPAN)
- ❖ National Academic Advising Association (NACADA)
- ❖ Wisconsin Women in Higher Education Leadership (WWHEL)
- ❖ American Society of Engineering Education (ASEE)

GRANT WRITING EXPERIENCE

Wrote and co-wrote 35 grants of which 32 were funded for a total amount of \$315,080.

- ❖ 1997-present, John Deere Dubuque Works Grant, \$67,550/\$67,550
- ❖ 2007, Dubuque Racing Association (DRA): \$8,000/\$15,000
- ❖ 2007, Alliant Energy Foundation: \$2,500/\$3,000
- ❖ 2005, UW-Platteville Opportunity Fund: \$3,500/\$5,000
- ❖ 2005, American Society of Civil Engineers: \$5,000/\$5,000
- ❖ 2004, Dubuque Racing Association (DRA): \$15,438/\$15,438
- ❖ 2003, American Society of Civil Engineers: \$2,500/\$5,000
- ❖ 2003, UW-Platteville Professional Development Grant: \$1,722/\$1,722
- ❖ 2002, ESEA Title 2 Higher Education Proposal: \$67,757/\$67,757
- ❖ 2001, UW-Platteville Opportunity Fund: \$10,000/\$15,000
- ❖ 2001, UW-Platteville Freudenreich Endowment Fund: \$0/\$7,500
- ❖ 2001, Eisenhower Professional Development Grant: \$70,000/\$70,000
- ❖ 2000-2001, American Society of Civil Engineers: \$9,000/\$10,000
- ❖ 2000, Eisenhower Professional Development Grant: \$0/\$150,000
- ❖ 2000, UW-Platteville Summer Grant Writing: \$3,000/\$3,000
- ❖ 2000, UW-Platteville Academic Staff Professional Development Grant: \$1,000/\$1,180
- ❖ 1999, American Society of Civil Engineers: \$4,000/\$5,000
- ❖ 1999, UW-Platteville Opportunity Fund: \$7,000/\$7,000
- ❖ 1998, UW-Platteville Opportunity Fund Grant: \$10,000/\$10,000
- ❖ 1998, UW-Platteville Curricular Improvement Fund, "Improvement of College Base-Line Skills": \$0/\$3,000
- ❖ 1998-2001, Alliant-Energy and Madison, Gas & Electric: \$25,000/\$25,000
- ❖ 1997, UW-Platteville Grants for Excellence: \$2,000/\$2,000
- ❖ 1997, UW-Platteville Academic Staff Professional Development Grant: \$213.60/\$213.60

PRESENTATIONS

- ❖ 1997-present, Outreach presentations to pre-K - high school students, girl scouts, parent and teacher groups
- ❖ 1999-present, UW-Platteville Academic Advising Workshops
- ❖ 1998-present, GE 1020 and 1000 Advising Presentations
- ❖ 2007, Midwest Alliance in Science, Technology, Engineering and Mathematics, "Hear Our Stories, Successful Journeys in Education"
- ❖ 2006, Wisconsin Technical Education Association, "Connecting with Girls (and Boys) about Engineering and Technology Careers"
- ❖ 2006, Association for Gender Equity Leadership in Education (AGELE), "Improving Gender Perceptions about STEM in our Schools"
- ❖ 2006, UWS Women & Science Program, "Wind Me Up and Watch Me Go"
- ❖ 2005, UWS Women & Science Spring Conference, "Advising Millennial Students"
- ❖ 2004, Wisconsin Technical Education Association, "Engineering a Girl Tool Workshops"
- ❖ 2003, NACADA National Conference, Engineering and Science Commission Sponsored (1 of 6), "Reality Bytes: Advising and Career Planning Issues for Students Leaving Technical Fields"
- ❖ 2003, NACADA Region 5 & 6 Regional Conference, "Reality Bytes: Advising and Career Planning Issues for Students Leaving Technical Fields"
- ❖ 2003, WACADA Conference, "Multiple Careers Planning: Advising for a Brave New (Work) World"
- ❖ 2003, UWS Women in Science Program, "Reality Bytes: Advising and Career Planning Issues for Students Leaving Technical Fields"
- ❖ 2002, UWS Women & Science Program Discussion Panel titled, "Advising Women Students: How Faculty Can Be Part of the Solution"
- ❖ 1998 & 2000, UWS Women in Science Spring Conference
- ❖ 2001, Platteville Optimists Club
- ❖ 2001, UW-La Crosse Women and Science Day
- ❖ 1999-2000, Wisconsin Center for Academically Talented Youth
- ❖ 1999, National Academic Advising Association (NACADA) Regional Conference
- ❖ 1999-present, Academic Advising Presentations at College of EMS Department meetings
- ❖ 1998-1999, UW-Platteville Multi-cultural Services
- ❖ 1997, New Student Advising Presentations
- ❖ 1997, Platteville Rotary Club

UNIVERSITY/COMMUNITY SERVICE

- ❖ 2006-present, UWP DataMart Users Group
- ❖ 2005-present, College of EMS Alumni Chapter President.
- ❖ 2005-present, Chair, Student Access to General Education (SAGE) Committee
- ❖ 2003-present, Member of the UW-Platteville Pioneering Your Future (formerly Expanding Your Horizons) Committee
- ❖ 2003-present, Member of Platteville High School Technical Advisory Board
- ❖ 2003-present, Member of the UW-Platteville University Women's Council
- ❖ 2003-present, Co-Chair of the UW-Platteville, College of EMS EXPO Committee
- ❖ 2003-present, Member of the UW-Platteville, College of EMS Minority Education Committee
- ❖ 2000-present, Chair of UW-Platteville Academic Advisor Award Selection Committee
- ❖ 1998-present, College of EMS Standards and Appeals Committee
- ❖ 1998-present, UW-Platteville University Academic, Admission & Appeals Committee
- ❖ 1997-present, University Academic Advising Team
- ❖ 1997-present, Faculty and Staff Advisor Training via brown bag luncheons
- ❖ 1997-present, Multi-cultural Service Fairs
- ❖ 1997-present, UW-Platteville Pioneer Previews
- ❖ 2006, UWP Electrical Engineering Search and Screen Committee
- ❖ 2005-UWP Foundation Search and Screen Committee
- ❖ 2005-2006, UW-Platteville Higher Learning Commission Sub-committee.
- ❖ 2004-2006, Co-Chair, UW-Platteville University Women's Council
- ❖ 2004, Member of the Saint Augustine's Capital Campaign Committee
- ❖ 2003, Abstract Reviewer for NACADA National Conference
- ❖ 2002–2004, Curriculum Reviewer and E-Advisory Board Member for High Point Regional HS in NJ for Women in Engineering Curriculum
- ❖ 2002-2006, UW-Platteville EMS Alumni Board, Chair of Honors and Awards Committee
- ❖ 2002, Abstract Reviewer for WEPAN 2003 National Conference
- ❖ 2001-2005, Outstanding Student Worker Selection Committee
- ❖ 2001, Assist in preparing UW-Day presentation for the College of EMS
- ❖ 2000, UW-Platteville Status of Women Committee
- ❖ 2000, UW-Platteville, College of EMS Board of Regents presentation
- ❖ 2000-2002, Electrical Engineering Search and Screen Committee
- ❖ 1999-2004, Super Senior Selection Committee
- ❖ 1999-2004, Outstanding Recent Alumnus Selection Committee
- ❖ 1999-2005, serve as a mentor for several Iowa Grant high school students
- ❖ 1998, Platteville Jaycees
- ❖ 1998-2003, UW-Platteville EMS Alumni Board, secretary
- ❖ 1998-2002, UW-Platteville Mathematics competition
- ❖ 1998-2005, College of EMS Order of Engineer Committee
- ❖ 1997-2000, UW-Platteville Student Appreciation Day Committee
- ❖ 1997-2000, Girl Scouts, fall product chair and community cookie chair
- ❖ 1997-1998, UW-Platteville Homecoming Court Selection Committee
- ❖ 1997, General Engineering Search and Screen Committee
- ❖ 1997, Women in Mechanical Engineering Committee
- ❖ 1997-1998, Southwest Health Center Hospital Auxiliary Board
- ❖ 1997, Expanding Your Horizons, Co-chair of program committee

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REFERENCES

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Women in EMS Advisory Board Member

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