

**Hilary Howard Nixon**  
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## **EDUCATION**

**Master of Arts, Communication Studies**, Texas Tech University, Lubbock, TX May 2015

Degree Completion Option: Comprehensive Exam

Quantitative Research  
Conflict Management  
Organizational Communication  
Chair: Dr. Bolanle Olaniran  
GPA: 3.65

**Bachelor of Arts, Communication Studies**, Texas Tech University, Lubbock, TX May 2013

Minor: Economics  
GPA: 3.25

## **RESEARCH EXPERIENCE**

**Research Assistant**, Communication Studies, Texas Tech University, Lubbock, TX

- Set up and maintained testing programs
- Debriefed and instructed participants about experiments
- Conducted extensive interviews
- Transcribed interviews
  - Dr. Bolanle Olaniran

## **TEACHING EXPERIENCE**

**South Plains College**, Levelland, TX

August 2015- current

**Instructor**, Speech Communication

- Instructor for Public Speaking and Business and Professional Communication, undergraduate courses averaging 120 students per semester, covering the following topics: Organizing, Outlining, Researching and Presenting
- Develop quizzes, exams, and homework
- Revise the syllabus to meet accreditation standards
- Coordinate grading and assignments with other Speech Faculty

**Texas Tech University**, Lubbock, TX

June 2015-current

**Adjunct Instructor**, Communication Studies, Texas Tech University, Lubbock, TX

- Instructor for Public Speaking and Business and Professional Communication, undergraduate courses averaging 120 students per semester, covering the following topics: Organizing, Outlining, Researching and Presenting

- Created and maintained course curriculum according to University policies
- Designed and taught communication classes for both face-to-face lectures and online distant learning courses
- Conducted conferences with students for each major speech assignment to address individual goals and progress
- Created and graded exams, speeches, and reports
- Utilized an online course journal to encourage informal discussions of reading material outside of class

**Graduate Part-time Instructor**, Communication Studies, Texas Tech University, Lubbock, TX

- Created curriculum for and instructed Public Speaking, Business & Professional Communication, Small Group Communication, Organizational Communication, and Interviewing: Process & Procedures classes
- Created and graded exams, speeches, and reports
- Offered additional assistance to students
- Managed and maintained an updated grade book
- Used online learning management systems to organize content and communicate with students outside of class to encourage clarity and transparency

**AWARDS/ DISTINCTIONS**

- Outstanding Graduate Student Service Award 2014-2015
- Outstanding Graduate Teaching Assistant 2015
- Outstanding Graduate Student Award 2015

**PRESENTATIONS AND INVITED LECTURES**

**Panel Program**, Online Communication Classes as Echo Chambers in a University: Are we Killing the Face-to-Face Experience?" TSCA, Fall 2019

**Panel Program**, "Surviving Self-Publishing: A Community College Approach to Common Textbook Concerns" NCA, Fall 2019

**Works in Progress**, Texas Tech University, Lubbock, Texas 2014-2015

- Communication Apprehension in Small Organizations: Superior/ Subordinate Affects
- Generational Difference in Family-Owned Business: Communication Analysis
- Cultural Proxemics Standards: Identifying Culture and Distance
- Analysis: Conflict Management in Delta Merger

**PROFESSIONAL AFFILIATIONS**

**National Communication Association**, 2014-Present

**Texas Community College Teachers Association, 2015-Present**

**Texas Speech Teachers Association, 2019-Present**

### **PROFESSIONAL SERVICE**

#### **Committees Served on at South Plains College**

- Core Assessment Committee, 2017-current
- Honors College Committee, 2019-current

**Communication Department Website Designer, 2019-current**

#### **Speech Communication Advisor**

South Plains College, 2017-Present

#### **UIL Regional Director**

South Plains College, 2016-current

#### **Co-coordinator for Fall Communication Mixer**

South Plains College, 2016-2018

#### **Co-coordinator for CommiCon (Speech Communication Contest)**

South Plains College, 2016-Present

### **PROFESSIONAL DEVELOPMENT**

#### **Fall 2016**

Texas Speech Communication Association Conference, San Antonio, TX

#### **Spring 2016**

Texas Community College Teachers Association 2016 Conference, Houston, TX

#### **Fall 2017**

Texas Community College Teachers Association Leader's Conference, Austin, TX

National Communication Association Conference, Dallas, TX

#### **Fall 2018**

Texas Community College Teachers Association – Member or Not, What You Need to Know- First week activity at SPC

Texas Community College Teachers Association Leaders Conference, San Antonio, TX

Teaching Assistant Trainer, Texas Tech University, Lubbock, TX

#### **Spring 2019**

Texas Community College Teachers Association 2019 Conference- Houston, TX

Texas Workforce Commission Presentation with Education Specialist, Micah Carpenter- SPC

#### **Fall 2019**

South Plains College Book Club-Learn Better by Ulrich Boser

Lighting Talks- SPC

Blackboard Design Workshops - SPC  
Texas Speech Communication Association Conference- Amarillo, TX  
National Communication Association Conference- Baltimore, MD

### **COMMUNITY INVOLVEMENT**

#### **College of Media & Communication Graduate Mentor Program, 2014-2015**

Department of Communication Studies

- Coordinated over 5 events for graduate teaching assistants to become familiar with one another
- Supervised new teaching assistant in their daily duties
- Provided extra assistance on lectures and course materials

#### **Sickle Cell Ministries (501c3), Public Relations Coordinator, Lubbock, TX 2012-2015**

- Initiated a public relations campaign for a non-profit on a tight budget, raising over \$1,000
- Planned and conducted 5 health screenings
- Raised over \$15,000 in grants for local area screenings
- Designed and maintained social media websites
- Planned a fundraising banquet

#### **Drill Collar Inspection Services, Executive Assistant, Midland, TX 2008-2015**

- Created and maintained computer-and paper-based filing and organization systems for records, reports, and documents
- Investigated issues, problems, and draft responses to urgent requests
- Initiated and updated yearly dealer agreements and dealer applications