

**Sauk Valley Community College**  
**December 19, 2022**

**Action Item 4.2**

**Topic:** Administrator Appointment – Student Support Services Project Director

**College Health Metrics:** Student Services – The College provides quality and supportive services to students.

**Presented by:** Dr. David Hellmich and Dr. Jon Mandrell

**Presentation:**

The administration has been in the process of hiring a Student Support Services Project Director. The position was advertised on-line on Sauk Valley Community College’s website, *Glassdoor.com*, *Indeed.com*, and in Sauk Valley Media (the *Dixon Telegraph* and the *Daily Gazette*). The College received four applicants; three candidates were invited to interview. A committee was composed of Myndi Fletcher, Taylor Baker, Devon Plachno, and Kevin Larsen. Joe Strabala-Bright, Dean of Student Services, served as Chair.

*Academic Background:* Stephanie Jacobs graduated from Southern Illinois University with a Master of Arts in Clinical Psychology and from Western Illinois University with a Bachelor of Science in Psychology.

*Professional Background:* Stephanie has been an Academic Advisor and Career Specialist at Sauk Valley Community College since March 2020 and served as an Adjunct Faculty member since August 2021.

**Recommendation:**

The administration recommends the Board approve the appointment of Stephanie Jacobs as the Student Support Services Project Director beginning December 26, 2022, at an annual base salary of \$66,809.60.

**Stephanie M. Jacobs**

October 29, 2022

Sauk Valley Community College  
173 IL Route 2  
Dixon, IL 61021  
RE: TRIO Project Director Position

Dear hiring professionals,

When I began my journey in higher education, I was not even aware what it meant to be “first generation” or “low income,” although I was technically both. Making my way alone through the challenges of college was so stressful that I considered giving up, returning to my small town where things felt comfortable and familiar. Eventually though, my university and academic career began to feel like home, I found the community and resources I needed. At this time, I would love the opportunity to help other new students do the same by serving as the TRIO Project Director at Sauk Valley Community College.

Over the last two and half years, I have worked as an Academic Advisor here at Sauk, and have had the opportunity to work with students who fall into the special populations served by the TRIO program. Often times, these students are the most passionate and excited about college, they are high achieving and have already developed skills like resilience. Nevertheless, they struggle to adjust to college – sometimes solely because they do not have the needed guidance, support, or resources yet to be successful. Helping these students to truly identify their strengths, connect to their college community, and thrive in this setting has become my absolute favorite part of this work.

In addition to my passion for working with disadvantaged populations, I find several things about this TRIO Project Director position inspiring. For example, I spent many years working in academic research labs, tracking and entering data, and came to enjoy statistics quite a bit – so much so, I funded my graduate education with a statistics teaching assistantship. The idea of being able to take my love of working with students and combine it with my expertise in data collection and analytics to help support the TRIO grant is a truly exciting prospect.

The experiences I have gained at Sauk, as well as the years of prior experiences, lead me to believe that this new position would be a fantastic fit; it would be an honor to help lead our TRIO program. I would love to discuss this position and my qualifications further during an interview. Thank you for your time and consideration, I hope to hear from you soon.

many different backgrounds. I aim to effectively utilize varied and dynamic approaches to serve each person as an individual – to meet them where they are at and work at a pace which they are comfortable.

Sincerely,

Stephanie M. Jacobs

Curriculum Vita  
**Stephanie M. Jacobs, MA QMHP**

---

## Academic Preparation

**Master of Arts, Clinical Psychology – GPA 4.0** May, 2016  
**Southern Illinois University Edwardsville**

Thesis: “Examining Self-Perceptions of Aging: A Psychoeducational Approach  
To Improving Mental Health in Older Adults”

**Bachelor of Science, Psychology – GPA 3.99** May, 2014  
**Western Illinois University**

*Suma Cum Laude*, Honors Scholar, Psychology Department Scholar  
Minors: Neuroscience and French

---

## Academic and Research Experience

### Academic Advisor and Career Specialist, Sauk Valley Community College

Supervisor: Joe Strabala-Bright  
Student Services Department

March 2020 – Present

- Provide academic advising to new and prospective students for their educational and career goals. Maintain an up-to-date knowledge of all college policies, procedures, and program requirements. Consult with students regarding academic problems or concerns and assist in obtaining support.
- Coordinate and deliver career exploration and career advising services using professional experiences and resources, career exploration tools, and related software. Initiated search, purchase, and implementation of new career software for SVCC students.
- Develop and present career exploration workshops, including Student Success Week presentations
- Utilize retention software (NURO) and best practices to assist in student persistence and retention. Lead role in development and implementation of an Academic Coaching program.

### Adjunct Instructional Faculty, Sauk Valley Community College

Supervisor: Shelley Barkley

Fall 2021 – Present

- Assisted in development and implementation of a new SVCC course, Career Exploration and Planning, created largely in response to student data indicating a high-need for such services
- Responsible teaching for one, bi-weekly section of course; guiding students through the career exploration process via graded assignments and in class activities

### Clinical Research Study Assistant, Washington University in St. Louis

Supervisors: Mitchell Sommers, PhD, Jonathan Peelle, PhD  
Departments of Psychology and Otolaryngology

2016 – 2018

- Worked full time to collaborate on an NIH R01 grant, examining factors related to speech comprehension and language processing within young and old populations via Eyetracking technology
- Developed programs for data collection, created experimental stimuli, recruited and scheduled participants, administered cognitive tasks and audiograms, analyzed data using R and SPSS

- Assisted in grant reporting to track progress and compliance with requirements
- Graduate Teaching Assistant, Southern Illinois University Edwardsville** 2014 – 2016  
 Supervisor: Jonathan Pettibone, PhD  
 Department of Psychology
- (2015 – 2016) Selected from a competitive applicant pool to individually teach and tutor students at the graduate level in psychology statistics courses
    - Assisted with demonstrations and instruction of advanced SPSS skills in univariate and multivariate statistical techniques; graded projects and exams, held weekly office hours
  - (2014 – 2015) Taught and tutored students at the undergraduate level in psychology statistics
    - Assisted with class instruction and demonstrations; graded weekly homework; helped students utilize basic SPSS skills and statistical techniques
- Cognitive Aging Lab Researcher, Southern Illinois University Edwardsville** 2014 – 2016  
 Supervisor: Christopher Rosnick, PhD  
 Department of Psychology
- Investigated topics pertaining to cognitive functioning and psychological health in older adults
  - Assisted with participant scheduling, data collection, data entry and analysis, and managing the overall functioning of the lab
- Biopsychology Lab Researcher, Western Illinois University** 2011 – 2014  
 Supervisor: Matthew Blankenship, PhD  
 Department of Psychology
- Investigated memory related issues, specifically in relation to Alzheimer’s disease and aging
  - Served as lab manager (scheduled, trained, and supervised other students, organized lab meetings, applied for IACUC approvals and grant funding)
  - Provided daily care for animal subjects (administering injections, feeding, etc.)
- Social and Health Psychology Lab Researcher, Western Illinois University** 2013 – 2014  
 Supervisor: David Lane, PhD  
 Department of Psychology
- Investigated various issues related to social and health psychology, including motivations for alcohol consumption, generational differences in narcissism and activism, and different types of attraction
  - Collected behavioral data, designed studies, applied for IRB approval, utilized online survey proxies, and administered psychological measures
- Undergraduate Teaching Assistant, Western Illinois University** 2012 – 2014  
 Supervisor: Sandra McFadden, PhD  
 Department of Psychology
- Tutored students in psychology statistics to better understand the course material (t-tests, ANOVAs, Chi-Squares, correlations, reporting in APA format, efficient use of SPSS)
  - Held scheduled hours and met by appointment; graded homework and attended classes to assist with SPSS

---

## Clinical Experience

### Behavioral Health Clinician

Supervisor: Rebecca Johanning, MS, CADC  
Sinnissippi Centers, Inc.

2018 – 2020

- Provided individual psychotherapy to a standard caseload of diverse clients from a rural four-county region utilizing a variety of therapeutic techniques, including cognitive behavioral, interpersonal, and dialectical behavioral therapies
- Developed curriculum for and facilitated the agency's Intensive Outpatient Program, providing high level treatment for substance use disorders via group therapy and psychoeducation
- Collaborated with community agencies to provide documentation and expertise regarding client treatment and progress, including: county probation offices, DCFS offices, state parole agents, and county wide problem solving courts, including serving as a direct treatment correspondent for Whiteside County's Drug Court team

### Neuropsychology Assistant

Supervisor: Michael Oliveri, PhD  
Neurobehavioral Associates of St. Louis

2014 – 2016

- Conducted neuropsychological evaluations utilizing various cognitive, psychological, and neuropsychological assessments (including WAIS-IV, WMS-IV, Wisconsin Card Sorting Task, MMPI-2, BDI, BAI)
- Scored assessments and assisted in data interpretation; contacted and scheduled patients, various other clerical duties

### Clinical Practicum Student

Supervisor: Jessica Ulrich, MSW, LCSW  
Southern Illinois University Edwardsville Counseling Services Center

Spring 2016

- Provided individual psychotherapy to students from the SIUE campus, utilizing various therapeutic approaches to treat a wide array of presenting concerns
- Completed intake assessments for new clients and worked with the clinical staff to help determine the best treatment modality

### Clinical Practicum Student

Supervisor: Kathy McEntee, LPC  
St. Louis Psychiatric Rehabilitation Center

Fall 2015

- Attended team meetings to discuss clients' treatment protocols and daily activities
- Co-led Dual Diagnosis groups (mental illness and substance abuse) and Dialectical Behavioral therapy groups; kept daily notes on clients' progress; conducted relevant assessment

---

## Other Academic Experience

### Centennial Honors College Peer Mentor

Supervisor: Janell McGrudger  
Western Illinois University Centennial Honors College

2013 – 2014

- Selected by the Centennial Honors College to serve as a mentor and role model for incoming honors students – mentors are paired with students to assist them in making a smooth transition to the University and surrounding community

#### **University of Illinois' Summer Neuroscience Institute**

Supervisors: Annie Weisner and Matt Conrad  
University of Illinois at Urbana-Champaign

2013

- A competitive and comprehensive neuroscience enrichment program aimed at exposing promising researchers to neuroscience and its collaborative disciplines
  - Activities performed include an overview of the Neuroscience program at UIUC, graduate student shadowing, faculty presentations, career guidance and presentation skill
- 

### **Professional Presentations and Papers**

Rosnick, C.B., Wickenhauser, M.E., Jacobs, S., & Welleritter, L. (2016, November). *Technology-Related Anxiety is Good for Middle Age/ Older Adults' Processing Speed and Working Memory*. Poster presented at the Annual Meeting of the Gerontological Society of America.

Jacobs, S.M. (2016). Examining Self-Perceptions of Aging: A Psychoeducational Approach to Improving Mental Health in Older Adults (Master's thesis). Retrieved from ProQuest Dissertations Publishing. (Accession No. 10128865)

Blankenship, M.R. & Jacobs, S.M. (2014, May). *The role of acetylcholine transmission in a skill-based procedural learning task in rats*. Poster presented at the annual meeting of the Midwestern Psychological Association, Chicago, IL.

Jacobs, S.M. (2014, May). *The Millennials: Does narcissism trump social justice?* Poster presented at the annual meeting of the Midwestern Psychological Association, Chicago, IL.

Jacobs, S.M. (2014, May). *The effects of an acetylcholine inhibitor on a skill-based implicit memory task in aging and Alzheimer's disease populations*. Paper presented at the annual ILLOWA undergraduate research conference, Davenport, IA.

Jacobs, S.M., Dunn, R. J., & Nelson, A. (2013, May). *Skill based implicit memory in aging and Alzheimer's disease populations*. Poster presented at the Western Illinois University Centennial Honors College Undergraduate Research Day, Macomb, IL.

Jacobs, S.M., Ambrose, K., & Ellington, B. (2012, May). *Effects of a glutamate antagonist on spatial memory deficits following acute infusion in adult rats*. Poster presented at the Western Illinois University Centennial Honors College Undergraduate Research Day, Macomb, IL.

---

### **Professional Memberships and Committees Served**

NACADA: The Global Community for Academic Advising (2020)  
Early Childhood Education Consortium of the Sauk Valley (2021)  
Recognition Committee, Sauk Valley Community College (2021)  
Developmental Education Committee, Sauk Valley Community College (2022)  
ImPACT Committee, Sauk Valley Community College (2022)

---

## **Awards and Achievements**

SIUE Psychology of Aging Award Recipient (2016)  
SIUE Psychology of Aging Grant Recipient (2015)  
SIUE Research Grants for Graduate Students Recipient (2015)  
WIU Psychology Department Scholar Award (2014)  
WIU Psychology Department Jim Joyce Achievement Award (2014)  
WIU Psychology Department College of Arts and Sciences Scholar Nominee (2014)  
WIU Psychology Department Eric Ward Statistics Tutor Award (2012 and 2013)  
WIU Psychology Department Jim Ackil Neuroscience Research Award (2012)  
WIU Psychology Department Outstanding Academic Achievement Award (2011 – 2013)  
College of Arts and Sciences Commencement Ceremony Marshall (2014)  
Centennial Honors College Commencement Ceremony Marshall (2013)  
University Housing and Dining Services 4.0 Recipient Award (2012)  
Member of Phi Kappa Phi Honors Society (Accepted in Spring 2011 - Induction reserved for the top 5% of students)  
Recipient of the Phi Kappa Phi Roland Grass Scholarship (2011)  
WIU College of Arts and Sciences Undergraduate Research Grants (2011 and 2013)  
WIU Centennial Honor's College (Accepted in Spring 2011)  
WIU Dean's List (2010-2014)