

# CURRICULUM VITAE

## Sue Jordan

### EDUCATIONAL BACKGROUND

1. **Post Graduate Class:** Illinois State University, Dec, 2012. CHEM 403
2. **Post Graduate Class:** Illinois State University, July, 2011. CHEM 489
3. **Post Graduate Class:** University of North Texas, July, 2007 CHEM 5810
4. **Librarian Endorsement,** Sam Houston State University, May, 1985. Major Area: Learning Resources-All Levels
5. **Mater of Education,** Lamar University, August, 1984 Major Area: Secondary Science
6. **Bachelor of Science,** Lamar University, May 1977. Major Area: Secondary Science, Composite

### POSITIONS IN HIGHER EDUCATION

1. **2005-Present: Adjunct Chemistry Instructor, Lamar State College Port Arthur**  
Responsible for instruction of the survey course introducing chemistry. Responsible for accurate record keeping of attendance, work performance and curriculum alignment. Responsible for timely completion and submission of related course documents including attendance verification, administrative summons, and course grades. Responsible for planning course projects and establishing course goals according to time restraints of each term, and accomplished results of previous terms.
2. **2003-Present: Co-enrolled Chemistry Instructor, Lamar State College Port Arthur**  
Responsible for instruction of the introduction to chemistry. Responsible for daily, weekly, and scheduled performance evaluations. Responsible for accurate record keeping of attendance, work performance and curriculum alignment. Responsible for timely completion and submission of related course documents including attendance verification, administrative summons, and course grades. Responsible for planning course projects and establishing course goals according to time restraints of each term, and accomplished results of previous terms.

### INSTRUCTIONAL EXPERIENCE

1. Credit courses at Lamar State College Port Arthur include:
  - a. Introductory to Chemistry I (CHEM 1305 & 1306)
  - b. Introductory to Chemistry Laboratory I (CHEM 1105 & 1106)
2. Dual credit courses for Lamar State College Port Arthur at Nederland High School include:
  - a. General Chemistry I (CHEM 1311)

### ADDITIONAL RELATED EXPERIENCE

1. **2000-Present: Science Chair at Nederland High School**  
Responsible for leading frequent meetings and relaying information given from the administration. Responsible for the budget for the Science Department at Nederland High School. Responsible for all equipment, chemicals & supplies needed for the department. Responsible for participating in the interview and hiring of new teachers.
2. **1995-Present: Chemical Storage and Disposal Supervisor**

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Responsible for coordinating the storage of all chemicals at Nederland High School. Responsible for the disposal of all chemicals at Nederland High School.