

RESUME/CURRICULUM VITAE

Mary Beth Henthorne

156 PEAP
Health and Kinesiology
Texas A&M University
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EDUCATION

Masters of Science, Kinesiology, Texas A&M University. Chairpersons: Dr. Ron McBride and Dr. Ping Xiang.
Conferred: December 2008.

Bachelors of Science, Kinesiology, specifically Physical Education with a 2nd Teaching field in Biology, Texas A&M University. Conferred August 1997.

Norden Gymnasium, 1988-1989, Norden, West Germany (Rotary Exchange Student), Studied German.

CERTIFICATIONS AND SKILLS

- Texas Teaching Certificate (Lifetime) – certified in All-level Physical Education, Secondary Education, Biology, and Health.
- CPR/AED
- Challenge Course - Basic facilitation & technical skills, Level 1 Certification
- United States Tennis Association Official
- Les Mills BodyPUMP Certification
- Les Mills BodySTEP Certification
- Les Mills CxWorx Certification
- Les Mills ShBam Certification
- Schwinn Cycle Certification
- Yogafit, 200 RYT
- Primary language English; semi-fluent in German, Spanish, and American Sign Language.

CURRENT EMPLOYMENT

Texas A&M University, Department of Health and Kinesiology

2000-Present

Assistant Instructional Professor (2014-Present)

- Classes taught at Texas A&M include:
 - KINE 429 (3 credit hours) – Adapted Physical Education (Fall 2013-Fall 2018).
 - KINE 120 (1 credit hour) – Basics Science of Health and Fitness - Strength Training, Yoga, Ultimate Frisbee, Badminton, Beg Aerobic Running (Fall 2014-Fall 2017)
 - KINE 199 (1 credit hour) – Badminton, Beginning Tennis, Challenge Ropes Course, Canoeing, Strength Training, Beginning Aerobic Running, Beginning Basketball, Intermediate Tennis, Intermediate Badminton, Advanced Beginning Tennis, Yoga (Fall 2014-Fall 2017)
 - KINE 223 (3 credit hours) – Introduction to the Science of Health and Fitness (Spring 2015-Fall 2018)
 - HLTH 231 (3 credit hours) - Healthy Lifestyles (Fall 2013, Spring 2014).
 - KNFB 315 (3 credit hours) – Elementary Physical Education (Fall 2012, Spring 2013).

- Co-taught Lohman Learning Community KINE 285 - Fall 2004, Spring 2005; taught valuable life skill lessons to 25 students. Topics included time management, money management, study skills, note-taking, self-esteem/body image, goal setting, communication, etc.
- Committee Involvement / Student Mentorship
 - Mamaliga Award – Chair 2018, 2019. Co-Chair 2017. Duties include confidentially tabulate ballot results and determine candidates, Recruiting committee members, Scheduling committee meetings, Providing guidance for candidates' observations, Obtaining candidates' teaching schedules and student evaluations from PEAP office, Creating committee ballots, Presenting award at spring HLKN faculty meeting
 - PEAP Assessment Committee, Member 2017-2018. Duties include assessing various required assignments in our core classes – KINE 120, and 223.
 - Kappa Phi Advisor, 2017-2018. Advisor for a Christian Sisterhood network on the Texas A&M Campus. Duties included meeting monthly with the group, signing financial documents related to events, overseeing that rules and regulations from the Student Activities office are being abided and followed.
- Presentations
 - College of Education Staff Development Conference, March 2017. Presented to staff members in the College of Education and Human Development on Stress Management.
 - Texas Association for Health, Physical Education, Recreation, and Dance, December 2016. Presented to conference attendees on Team-Based Learning in a Physical Education lecture setting.
 - St. Andrews Episcopal Church, Bryan, Texas, October 2015. Presented to various members of the congregation on the importance of “Healthy Living” and what that means.
- Books
 - Skyepack educational eBooks. 2017. Co-wrote an eBook with Martha Muckleroy to assist with our KINE 199 paddling classes, Beginning canoeing, kayaking, etc. Areas of specialties are: “Leave No Trace” Outdoor Education philosophy, planning a 2-3 day trip in a canoe, canoe nomenclature and equipment.
 - Skyepack educational eBooks. 2018. Co-wrote an eBook with Kelli Campbell to assist with our KINE 199 beginning and advanced beginning tennis classes. Areas of specialties: various tennis strokes and drills, United States Tennis Association (USTA) recreation competition, and equipment nomenclature.

Other Positions Held

Administrative Coordinator (2009-Present)

- Develop all fall, spring and summer semester academic schedules (i.e., classes, faculty, classrooms in the Health and Kinesiology Divisions). Analyze for duplications, conflicts and finalize schedules by consulting with Division Chairs.
- Maintain confidential academic records through EIS system information system (COMPASS/Howdy). Departmental Coordinator for student add/drops; opening and closing course sections; register all student teachers, interns and students in variable credit courses. Input Tuition Waivers for out-of-state students. Assign faculty with appropriate section numbers. Raise and lower course limits.
- Coordinate and plans all social events for the department, including but not limited to: tailgates, receptions, picnics, lecture series, social outings, and golf play dates. Attendance at events ranges from 20-200 people.
- Interact with Register's Office with student scheduling issues; also with Fiscal Department in assisting students with billing questions and clarification. Maintain records for variable credit, practicum, and field experience courses. Maintain "X" and "I" Grade Report, Untaught Classes Report, and Classroom Utilization Report.

- Assists with the development of new curriculum programs; Coordinate new course proposals and curriculum changes submitted by Divisions of Health, Sport Management and Kinesiology; assign CIP Codes to new courses and monitor and update existing course CIP codes.
 - Coordinates work flow and promotes communication between functional areas and outside units; Assist in facility management of Blocker and Heldenfels buildings. Prepares and submits work requests regularly in Aggieworks when facility issues arise; Assume the position of Blocker facility floor proctor by attending all meetings and notifying Blocker occupants of potential issues and upcoming changes; Room scheduler for all classrooms, seminar, and conference rooms for the department for daily and semester use.
 - Researches, compiles and applies information, making evaluative judgments on appropriate data to use; resolves complex, highly sensitive and confidential administrative matters; analyzes requirements for projects or initiatives assigned by the College of Education and Human Development and the Department of Health and Kinesiology. COGNOS coordinator for the department. Conduct data searches and calculations regularly for Department Head and Division Chairs regarding enrollment trends, major count, graduation rates, student credit hours (SCH), and weighted student credit hours (WSCH).
 - Analyze and formulate Faculty Workload Compliance Report each fall, spring and summer semester from data received from the Office of Institutional Studies and Planning.
 - Annual management in developing, monitoring, and modification of undergraduate and graduate catalog material. Departmental Coordinator of Records Management and Retention.
- Supervise, train, and evaluate the work of two other support staff and multiple student worker positions.

Sr. Academic Advisor I (2000-2009)

- Advised graduate students and prospective students in areas concerning college admission, readmission, professional concerns, financial aid, student services, degree programs, academic schedules, course schedules, career and educational goals.
- Maintained Graduate Program database.
- Served as the liaison for The Department of Health and Kinesiology for the recruitment of graduate students at various Universities and at state and national Professional Conferences. Planned annual “social” gathering at conference for 75-150 people.
- Developed and revised informational materials for the graduate program.
- Served as Staff Advisor to the Graduate Student Organization for the Department of Health and Kinesiology
- Met with prospective students, set up student visitations, implemented projects to achieve specific objections and /or outcomes
- Coordinated the Student Affairs Office in the Undergraduate Advising Office. Supervised, trained, and evaluated the work of four other support staff.
- Advised and Counseled undergraduate students with academic issues in addition to providing personal support and encouragement
- Coordinated with Kinesiology professors to provide students with quality course availability and degree plans
- Forecasted future needs of Kinesiology students and programs
- Evaluated degree plans, course substitutions, transfer course equivalencies
- Conducted presentations during New Student summer conferences for incoming freshmen and transfer students

Bryan Independent School District

1997-2000

Teacher/Coach

Created and implemented quality lesson plans for physical education students from Kindergarten through 5th grades - Ben Milam Elementary and Crockett Elementary schools.

- Jump Rope for Heart Coordinator, Crockett Elementary
- Tennis Coach 1997-98, Jane Long Middle School
- Organized 1997 and 1998 Fall Festival, Ben Milam Elementary
- Organized Student Council Activities as Sponsor 1997-99, Ben Milam Elementary

St. Thomas Episcopal Church

2001-2002, 2005-2006

Interim Youth Minister (Part-time)

- Coordinate events for 60 youth on Wednesday and Sunday nights
- Counsel students with spiritually or personal issues
- Chaired Vacation Bible School, 2001-2006
- Organized various travel events, specifically mission/ski trips.

Texas Lions Camp, Kerrville, Texas

Summers 1990-1993

- Developed activities (recreation) for kids with disabilities in their summer camp program.
- Supervisor of staff/program two summers, counselor for two summers.

HONORS

- Awarded “Most Devoted to Youth” 1993, Texas Lions Camp
- Awarded November “Teacher of the Month” 1997, Bryan ISD
- Awarded Howdy Camp Namesake “Camp Isenhart” by students, 2003, Texas A&M University
- Nominated for Mentor of the Year, 2005, Texas A&M University
- Janene Kissinger Outstanding Staff Award, 2012, Department of Health and Kinesiology
- Outstanding Support Staff Award, 2013, College of Education and Human Development
- Emil Mamaliga Outstanding Teaching Award, 2016; (Physical Education Activity Program) Department of Health and Kinesiology,

References available upon request