

Elizabeth A. Potts
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EDUCATION

Ph.D. Special Education	University of Virginia, Charlottesville, Virginia
M.S. Special Education	Longwood College, Farmville, Virginia
B.S. Liberal Studies, English Minor	Longwood College, Farmville, Virginia

LICENSE

Virginia, Expires 2031 Postgraduate Professional License – ED, LD, ID

HIGHER EDUCATION EXPERIENCE

August 2016-Present Missouri Western State University
 Associate Professor, Education

August 2015 – May 2016 Marshall University
 Assistant Professor, Special Education

August 2014 – May 2015 Adjunct Instructor, University of Virginia (hybrid),
 Marshall University (online), George Mason University
 (face-to-face)

June 2006-August 2014 University of Virginia, Northern Virginia Center
 Director, Special Education Programs
 General Faculty, Assistant Professor

Summer 2005 - Spring 2006
 Instructor, University of Virginia, Northern Virginia Center, VA
 Instructor, University of Virginia, Charlottesville, VA

Spring 2004 – Spring 2006
 Teaching Assistant, Various undergraduate and graduate courses
 University of Virginia, Charlottesville, VA

Fall 2004 Interim Field Placement Coordinator, University of Virginia.
Charlottesville, VA

Summer 2004-Fall 2005
Item writer, American Institutes for Research

Fall 2003 – Fall 2005
University Supervisor for student teachers, University of Virginia
Graduate Assistant, Teacher Education Office, UVA

CLASSROOM TEACHING EXPERIENCE

Summer 2004
Intern—Chesterfield County Public Schools, VA, Office of Career and
Transition Services

August 2001-June 2003
K-5 Emotional Disabilities Teacher—Chesterfield County, VA

Summer 2002, 2003
Summer School Special Education Liaison—Chesterfield County, VA

Spring 2001 Consultant—Virginia Department of Education

Summer 2000 Intern—Council for Exceptional Children

PRESENTATIONS (note maiden name Edgemon; *invited)

Potts, E. A. (March 2022). Collecting data while teaching. *MO-CASE Law & 6th Annual Collaborative Conference*. Columbia, MO.

McKinney, R., Howard, L., & Potts, E. (March 2022). Building inclusive environments through employment actions: Considering people with disabilities in Appalachia. *45th Annual Appalachian Studies Conference*. Morgantown, WV.

Potts, E. A., & Bogan, J. (November 2021). Steering preservice teachers towards success: Uncovering the hidden curriculum of higher education. *Teacher Education Division Conference*. Fort Worth, TX.

Potts, E. A., Bogan, J., & Jenkins, M. (November 2021). Preparing preservice teachers to monitor their own mental health. *Teacher Education Division Conference*. Fort Worth, TX.

Howard, L. A., & Potts, E. A. (March 2021). Accessible resumes: Building the first step to employment. *Council for Exceptional Children Convention and Expo*. Virtual.

Potts, E. A. (March 2021). Tips for taming the paper mountain. *Council for Exceptional Children Convention and Expo*. Virtual.

- Potts, E. A., & Howard, L. A. (March 2021). Integrating arts to enhance universal design for learning. *Council for Exceptional Children Convention and Expo*. Virtual.
- Potts, E. A. (June 2020). Using in-home smart devices to support e-learners' needs. *2020 Supporting Learners Online Conference*. Millersville University, Virtual Location.
- Potts, E. A., & Bashinski, S. M. (November 2019). Creation of a Special Educator Evaluation Tool Based on CEC Preparation Standards. *Teacher Education Division Conference*. New Orleans, LA.
- Potts, E. A., & Bashinski, S. M. (November 2019). Ongoing Evaluation of Teacher Candidates Using Internal Reviews of Grades and Dispositions. *Teacher Education Division Conference*. New Orleans, LA.
- Bashinski, S. M., & Potts, E. A. (November 2019). Collaborating with Community Agencies to Develop Capstone Internship Experiences. *Teacher Education Division Conference*. New Orleans, LA.
- Bashinski, S. M., & Potts, E. A. (November 2019). How Might School Administrators Most Effectively Assess the Performance of New Special Education Teachers? *Teacher Education Division Conference*. New Orleans, LA.
- *Potts, E. A., & Howard, L. A. (2019, October 10). New teachers: Surviving the schedule [Webinar]. In edWeb.net *Teaching All Students* series.
- Bashinski, S. M., & Potts, E. A. (September 2019). Whole class behavior management systems and how to individualize them for tough kids. *SJSD ENGAGE Summit*. St. Joseph, MO.
- Potts, E. A., & Bashinski, S. M. (January 2019). Evaluating special educators using the CEC initial preparation standards. *Council for Exceptional Children Convention and Expo*. Indianapolis, IN.
- Potts, E. A., & Howard, L. A. (January 2019). Integrating art to aid recall: Teaching students to create visual mnemonics. *Council for Exceptional Children Convention and Expo*. Indianapolis, IN.
- Howard, L. A., & Potts, E. A. (January 2019). IEP transition planning: Jump-starting success through partnerships with colleges. *Council for Exceptional Children Convention and Expo*. Indianapolis, IN.
- Bogan, J., Potts, E., & Hall, J. (November 2018). High-leverage practices: Implementation in the field by practitioners. *Teacher Education Division Conference*. Las Vegas, NV.

- Potts, E. (November 2018). Teaching collaboration skills using case studies as common experience. *Teacher Education Division Conference*. Las Vegas, NV.
- Potts, E., Bogan, J., & Hall, J. (November 2018). Experienced teachers' use of reflection to improve their practice: Survey results. *Teacher Education Division Conference*. Las Vegas, NV.
- Howard, L. H., & Potts, E. A. (November 2017). Highly leveraged practices in online classrooms: Making the most of technology. *Teacher Education Division Conference*. Savannah, GA.
- Howard, L. H., & Potts, E. A. (November 2017). Serving college students with disabilities by teaching faculty to use universal design. *Teacher Education Division Conference*. Savannah, GA.
- Potts, E. A., & Howard, L. A. (November 2017). Evaluating teaching behaviors of preservice teachers with disabilities: 504 plans vs. dispositional rubrics. *Teacher Education Division Conference*. Savannah, GA.
- Potts, E. A., & Howard, L. A. (November 2017). Using free collaborative tools in online courses. *Teacher Education Division Conference*. Savannah, GA.
- Howard, L. H., & Potts, E. A. (November 2016). Student teacher to classroom teacher: "Hacks" for first year teachers. *Teacher Education Division Conference*. Lexington, KY.
- Potts, E. A., & Howard, L. A. (November 2016). Care and handling of adjunct faculty: Setting adjuncts up for success. *Teacher Education Division Conference*. Lexington, KY.
- Potts, E. A., & Howard, L. A. (April 2016). Surviving the first year: What new special education teachers need to know. *Council for Exceptional Children Convention and Expo*. St. Louis, MO.
- Howard, L. A., Potts, E. A., & Kaplan, P. J. (April 2016). Accessibility, assistive technology, and advocacy: Infusing technology in teacher preparation. *Council for Exceptional Children Convention and Expo*. St. Louis, MO.
- *Potts, E. A. (October 2015). Keynote Address: It's their future: Involving students in their transition planning. *West Virginia Council for Exceptional Children Conference*, Roanoke, WV.
- Potts, E. A., & Howard, L. A. (October 2015). Making the Most of CBI: Fitting Life Skills into Community Outings. *West Virginia Council for Exceptional Children Conference*, Roanoke, WV.

- Potts, E. A., & Howard, L. A. (April 2014). Co-teaching evaluation: Guidance and practice for administrator use in observations. *Council for Exceptional Children Convention and Expo*. Philadelphia, PA.
- Howard, L. A., & Potts, E. A. (October, 2014). Including students with disabilities in advanced science classes. *National Science Teachers Association Richmond Area Conference*. Richmond, VA.
- Friesland, N., Potts, E. A., & Howard, L. A. (April, 2014). Money matters: Preparing students and families for postsecondary responsibilities. *Council for Exceptional Children Convention and Expo*. Philadelphia, PA.
- Potts, E. A., & Howard, L. A. (April 2013). Assessing co-teaching: Using reflection in the planning process to promote continuous improvement. *Council for Exceptional Children Convention and Expo*. San Antonio, TX.
- Potts, E. A., & Howard, L. A. (April 2013). Postsecondary non-degree programs for young adults with disabilities: A descriptive review. *Council for Exceptional Children Convention and Expo*. San Antonio, TX.
- Howard, L. A., & Potts, E. A. (April 2013). Administrative support/knowledge of co-teaching: What administrators tells us. *Council for Exceptional Children Convention and Expo*. San Antonio, TX.
- Howard, L. A., & Potts, E. A. (April 2013). Advanced placement (AP) science classes: Recruiting students with disabilities. *Council for Exceptional Children Convention and Expo*. San Antonio, TX.
- Howard, L. A., Potts, E. A., & Linz, E. (November, 2013). Including students with disabilities in advanced science classes. *National Science Teachers Association Charlotte Area Conference*. Charlotte, NC.
- Potts, E. A., & Howard, L. A. (April 2012). Administrators facilitating co-teacher: Strategies for setting up, encouraging, supporting, and evaluating. *Council for Exceptional Children Convention and Expo*. Denver, CO.
- Potts, E. A., & Howard, L. A. (April 2012). Evidence 101: Helping parents evaluate interventions for signs of quackery. *Council for Exceptional Children Convention and Expo*. Denver, CO.
- Howard, L. A., & Potts, E. A. (April 2012). Inclusive advanced placement/honor classes: Tips to share with math and science teachers. *Council for Exceptional Children Convention and Expo*. Denver, CO.
- Potts, E. A., & Howard, L. A. (April, 2011). Pioneering parents' experiences in special

- education process and advocacy. *Council for Exceptional Children Convention and Expo*. National Harbour, MD.
- Potts, E. A., & Howard, L. A. (April, 2010). Historical Perspectives on the Special Education Process: Mothers Speak Up. *Council for Exceptional Children Convention and Expo*. Nashville, TN.
- Potts, E. A., & Howard, L. A. (April, 2009). Planning for Co-Teaching: From Curriculum Framework to Lesson Plans Benefiting ALL Students. *Council for Exceptional Children Convention and Expo*. Seattle, WA.
- Potts, E. A., & Shelton, T. (April, 2009). The Characteristics of Children's Literature with Main Characters on the Autism Spectrum. *Council for Exceptional Children Convention and Expo*. Seattle, WA.
- Howard, L. A., & Potts, E. A. (April, 2008). General education teacher to special education teacher: A pilot project for recruitment. *Council for Exceptional Children Convention and Expo*. Boston, MA.
- Jablonski, B. R., Potts, E. A., & Wiley, A. (April, 2008). Providing access to assessment: How should IEP teams make decisions about accommodations? *Council for Exceptional Children Convention and Expo*. Boston, MA.
- Sayeski, K., & Edgemon, E. (January, 2006). Using a standards-based, formative assessment tool to facilitate growth during the student teaching semester: Analysis of two years of implementation. *AACTE Annual Meeting and Exhibits*. San Diego, CA.
- Edgemon, E. (March, 2001). Involving students in IEP. *Longwood Conference on Teaching and Learning: Educators as Reflective Leaders*. Farmville, VA.

PEER-REVIEWED PUBLICATIONS (note maiden name Edgemon)

- Potts, E. A., & Bashinski, S. M. (2020). Ten teacher-friendly data collection ideas for use during instruction. *ReThinking Behavior*, 3(3), 28-35.
<https://www.pageturnpro.com/Midwest-Symposium-for-Leadership-in-Behavior-Disorders/94748-RETHINKING-Behavior-Spring-2020/flex.html>
- Howard, L., & Potts, E. A. (2009). Using co-planning time: Strategies for a successful co-teaching marriage. *Teaching Exceptional Children Plus*, 5(4), Article 2.
 Retrieved April 9, 2009, from
<http://escholarship.bc.edu/education/tecplus/vol5/iss4/art2>
- Edgemon, E. A., Jablonski, B. R., & Lloyd, J. W. (2006). A teacher's guide to making decisions about accommodations. *Teaching Exceptional Children*, 38(3), 6-11.

PUBLICATIONS IN NONREFEREED JOURNALS

(note maiden name Edgemon; *invited)

- *Potts, E. A. (2019). [Review of the book *A class by themselves*]. *Teachers College Record*. Retrieved from <https://www.tcrecord.org/Content.asp?ContentID=23113>
- Howard, L. A., Potts, E. A., & Linz, E. (2013). Reaching the next Stephen Hawking: Five ways to help students with disabilities in advanced placement science classes. *The Science Teacher*, 80(4), 38-41.
- Jablonski, B., Potts, E., & Wiley, A. (2008, December). Providing access to assessment: How should IEP teams make decisions about accommodations? *CEC Today*, December 2008.
- Edgemon, E. (2004). [Review of the book *No child left behind? The politics and practice of school accountability*]. *American School Board Journal*, 191(8), 46.
- Edgemon, E. (2004). [Review of the book *Teaching the restless: One school's remarkable no-Ritalin approach to helping children learn and succeed*]. *American School Board Journal*, 191(8), 44-46.

BOOKS AND BOOK CHAPTERS (note maiden name Edgemon; *invited)

- Potts, E. A., & Howard, L. A. (2019). *Launching a career in special education: Your action plan for success*. Baltimore, MD: Brookes.
- Howard, L. A., & Potts, E. A. (2013). *Including students with disabilities in advanced placement, international baccalaureate, and/or honors classes: What teachers need to know*. Arlington, VA: National Science Teachers Association Press.
- Potts, E. A. & Howard, L. A. (2011). *How to Co-Teach: A Guide for General and Special Educators*. Baltimore, MD: Brookes.
- *Edgemon, E. A., Wiley, A. L., Jablonski, B. R., & Lloyd, J. W. (2006). Conducting integrative reviews of special education research: Overview and case study. In T.E. Scruggs & M.A. Mastropieri (Eds.), *Applications of research methodology: Advances in learning and behavioral disabilities* (vol. 19). Oxford, UK: Elsevier.

SERVICE TO PREVIOUS INSTITUTIONS

November 2009 – June 2012

Member, School of Continuing and Professional Studies (SCPS)
Academic Affairs/Advisory Committee; Chair July 2011-June 2012

Summer – Fall 2010

Member, SCPS Academic Workgroup

2008-2009 Member, SCPS Adjunct Faculty Task Force

2009 Member, Northern Virginia Center Strategic Planning Committees

2009 Co-Editor, Northern Virginia Center Newsletter

2007-2008 Member, Program Assessment Committee

2006-2007 Member, Northern Virginia Center Student Inquiry Group

SERVICE TO MWSU UNIVERSITY

Jan 2022 Created video for the Early College Academic Instructional Video Series at request of Interim Vice Provost

2021-present Academic Program Review Committee, Chair 21-22

2020-2021 Academic Program Review Guideline Development Team, Chair

2019-present Graduate Council, Education Department Representative

*Spring 2021: Policy review and update committee

*Various subgroups including coordinating subcommittees, working recruitment booths, and curriculum review

2017-2021 Academic Regulations and Standards and Honesty Committee, Member; Chair, 2020-2021

2017-2019 GriffLIFE Committee, Member

Fall 2018 Big O Ableism, Consultant to Program Development

2018 Presentation to College for Kids Program

2017-present Department representative at University Showcase Day

2017 Canvas LMS Pilot Instructor

SERVICE TO EDUCATION DEPARTMENT AT MWSU

2020-present Department midtenure review and tenure review committees

*Fall 2020, midtenure review committee for 3 (chair of 1)

*Fall 2021, tenure review for 1 in department (chair), promotion review for 1 in department, promotion review for 1 outside of department

2020-present CAEP standard 3 subcommittee

2017-present Teacher Education Admission and Retention Committee chair

2018-2021 Kappa Delta Pi, Xi Omega Chapter, Counselor

2018-2021 Graduate Committee (committee was absorbed by full faculty in 2021)

2018 MEP Disposition Plan Replacement Committee

2018 Science Education Faculty Search Committee

2017-2018 Capstone Revision Committee

2017 Capstone Grading Committee

2017 Video Capstone Exploration Subcommittee

2016-2017 Teacher Education Admission and Retention Committee member

2016 Majors Honors Program Committee

2016 Prerequisite Review Subcommittee

2016-present CAEP Assessment Standard Subcommittees

SERVICE TO THE PROFESSIONAL COMMUNITY

Secretary, TED Small Special Education Programs Caucus, 2021-present

Annual Report Reviewer, Council for the Accreditation of Educator Preparation, 2019-2020

MEES content validity study, participant, October 2018

Reviewer, manuscript proposal, Plural Publishing, 2018

Teacher Education Division of the Council for Exceptional Children Publications and Communications Technology Committee, member, 2017-2019
 Proposal Reviewer, Teacher Education Division Annual Fall Conference 2010, 2014, 2016, 2017, 2018, 2019
 Proposal Reviewer, Council for Exceptional Children Annual Convention 2007-2012; 2020, 2021
 Reviewer, manuscript proposal, Brookes Publishing, 2012-2015; 2020
 Council for Exceptional Children: Vice President, West Virginia Chapter (2015-2016)
 Reviewer, manuscript proposal and manuscript, NSTA Press, 2010
 Reviewer, texts, Pearson Education Inc., 2009
 Consultant, Laurie Mitchell Employment Center, 2007-2008
 Guest Reviewer, *Behavioral Disorders*, 2004-2005

AWARDS

2020-2021 Nominated for MWSU Advisor Shout-Out Awards
 2005 John and Florence May Fellowship
Department of Curriculum, Instruction, and Special Education, Curry School of Education

PROFESSIONAL AFFILIATIONS

Council for Exceptional Children: National and Missouri chapters
 Council for Exceptional Children: Council for Children with Behavioral Disorders Division
 Council for Exceptional Children: Division for Research
 Council for Exceptional Children: Teacher Education Division
 Council for Exceptional Children: Teacher Education Division, Small Special Education Programs Caucus
 Council for Exceptional Children: Division for Learning Disabilities
 Phi Delta Kappa, Local Chapter Officer, 2010-2013
 Kappa Delta Pi

PROFESSIONAL TRAINING

Nov 21-April 22 Preparing Teacher Candidates for Online and Hybrid Instruction
 CEEDAR Affinity Group
 Sept 21-May 22 Practice-Based Learning Opportunities CEEDAR Affinity Group
 Nov 20-May 21 TED Diversity Book Club, *Teaching Across Cultural Strengths*
 August 20-Jan 21 Effective Remote Instruction Strategies in Higher Education
 CEEDAR Affinity Group
 December 2016 Completed Online Learning Consortium course
 Fundamentals: Engaging Learners in Online Discussions
 November 2015 Completed Pedagogy Matters training for online instruction
 October 2015 Completed Quality Matters training for online course design
 Summer 2005 Completed Level I Training in Reading Mastery

VOLUNTEER SERVICE

Spring 2021-22	Daughters of the American Revolution, Judge for national scholarship
Spring 2021-22	Educators Rising, Judge for state competition
Spring 2022	Northland February Forum Speech and Debate Competition, Judge
Spring/	
Summer 2020	Made and donated more than 1,200 masks to essential workers
Fall 2018	Collected school supplies for alumna at hurricane-ravaged school
2017-Present	Religious Education Teacher, grade 7-8
2017-2018	Classroom Space Committee, Holy Family Catholic Church
2007-Present	Daughters of the American Revolution *Scholarship Chair, MSSDAR, 2020-present *Page Chair, MSSDAR, 2018-2020 *Chapter Corresponding Secretary, 2010-2014, 2018-2020 *Chapter Recording Secretary, 2008-2010, 2019-present *Various Chapter Committee Chairs, 2008-2016 *Page at national, state, and local events
1996-2006	Religious Education Teacher, grades 2, 4, 6, and 9