

**EDUCATION**

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*Montana State University, Bozeman, Montana, 1998-2005*

M.S. in Entomology (major advisor: Dr. Kevin O'Neill), 2005, Effect of Shelterwood Management on Flower-visiting Insects and their Floral Resources (<http://etd.lib.montana.edu/etd/view/item.php?id=85>).

B.S. in Biological Sciences, 2001, concentration in biotechnology, with highest honors

*Dawson Community College, Glendive, Montana, 1995-1997*

A.S. in Biological Sciences, with honors

**PROFESSIONAL EXPERIENCE**

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*Associate Lecturer (BIOL 1101L, 1102L, 2227L):* Department of Biology, Idaho State University, August 2019 through present (supervisor: department chair). Collaborate with the instructors of record for each course. Supervise, train, and evaluate graduate/undergraduate teaching assistants with respect to each laboratory exercise, safety, and maintenance during fall/spring semesters and summer sessions. Compile laboratory manuals for each course using Adobe InDesign. Organize supplies, create orders for the stockroom, maintain living cultures, and curate preserved specimens and slides required for a teaching collection. Set up Moodle metacourse websites that are used for lab manual distribution and to record lab grades. Created and now maintain the [BIOLAB Website](#). The site includes training information such as teaching schedules, laboratory maintenance, and safety information.

*Assistant Lecturer (BIOL 1100L, 1101L, 1102L):* Department of Biology, Idaho State University, August 2018 through August 2019 (supervisor: department chair).

*Instructional Laboratory Coordinator (BIOL 1100L, 1101L, 1102L):* Department of Biology, Idaho State University, May 2008 through August 2018 (supervisor: department chair). Collaborated with the instructors of record for each course. Supervised, trained, and evaluated graduate/undergraduate teaching assistants with respect to each laboratory exercise, safety, and maintenance during fall/spring semesters and summer sessions. Taught one to two laboratory sections per semester. Compiled laboratory manuals for each course using Adobe InDesign. Organized supplies, created orders for the stockroom, maintained living cultures, and curated preserved specimens and slides required for a teaching collection. Set up Moodle metacourse websites that were used for lab manual distribution and to record lab grades. Created and maintained the [BIOLAB Website](#). The site includes training information such as teaching schedules, laboratory maintenance, and safety information.

*Program Assistant:* MSU Pesticide Safety Education Program, Department of Animal and Range Sciences, Montana State University, January 2007 to May 2008 (supervisor: Cecil Tharp). Created and maintained the Pesticide Education and Record Keeping System (PERKS) and website using Microsoft Access, Excel, and Word, and Adobe Dreamweaver.

*Insect Diagnostician:* Department of Animal and Range Sciences, Montana State University, July 2005-November 2007 (supervisor: Dr. Sue Blodgett). Identified insects, mites, and spiders for clients around the state, and entered this information into the Plant Diagnostic Information System (<http://pdis.org/>). Coordinated the 2005 Montana Silver Y moth pest survey and participated in the 2005 fruit tree pest survey. Assisted in the coordination of the 2006-07 Crop & Pest Management Training School, 2005-07 Pest Management Training, and the 2005 insect-vectored disease workshop (Great Plains Diagnostic Network). Helped in the creation of a Lucid 3.4.1 interactive key for insect pests of wheat and other small grain crops. Created and maintained the MSU Extension Schutter Diagnostic Lab Website using Adobe Dreamweaver.

**TEACHING EXPERIENCE**

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*Laboratory Instructor:* Major Concepts in Biology II (BIOL 1102L), Fall 2008 – Fall 2018, Idaho State University. Conduct one or two lab sections per week. Create laboratory content (lab manual) for the course and prepare orders and stockroom requisitions for each lab.

*Lecture Instructor:* Major Concepts in Biology II (BIOL 1102), Fall 2015, Idaho State University. Presented the invertebrates lecture for Dr. Chuck Peterson.

*Laboratory Instructor:* Invertebrate Zoology (BIOL 310L), Spring 2008, Idaho State University. Conducted two lab sections per week. Created laboratory handouts and worksheets (lab manual) for the course and prepared orders and stockroom requisitions for each lab. Maintained living cultures and curated preserved specimens required for an adequate teaching collection. Demonstrated external and internal morphology and identification to class and order.

*Laboratory Instructor:* Cell Biology (BIOL 207), Fall 2007 – Spring 2008, Idaho State University. Conducted three lab sections per week and graded assignments, lab reports, and quizzes.

*Laboratory Instructor:* General Entomology (BIOL 431/531), Fall 2007, Idaho State University. Conducted one lab section per week. Created laboratory worksheets and prepared orders / stockroom requisitions. Curated the preserved specimens required for an adequate teaching collection. Demonstrated external and internal morphology and identification to order and family. Graded assignments, lab quizzes, and projects.

*Teaching Assistant:* Insect Biology (BIOL 204), Fall 2002-2004, Montana State University. Created the laboratory handouts and worksheets for the course. Curated the preserved specimens required for an adequate teaching collection. Lectured and demonstrated insect external and internal morphology and insect identification to order, family, and subfamily. Graded assignments, lab quizzes, and projects.

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## RESEARCH EXPERIENCE

*Graduate Research:* Department of Entomology, Montana State University, 2002-2005 (research advisor: Dr. Kevin O'Neill). Collected flower-visiting insects and plants in the Tenderfoot Creek Experimental Forest (TCEF), identified these specimens to genus, species or morphospecies, and acted as the insect and plant specimen curator for the specimens collected. I also identified pollen found on insects to genus/species. Organized this data into databases using Microsoft Excel and Access and then analyzed the data using PC-ORD, Sigma Plot, Minitab, R, and Excel. I also collected hymenoptera trap-nest emergences.

*Undergraduate Research (1999-2000) and Research Technician (2000-2001):* Department of Immunology and Infectious Diseases, Montana State University (research advisor: Dr. Donald Burgess). Conducted in vitro and in vivo immunology assays ranging from antibody production and characterization to tissue culture (ELISA, Western Blot, Southern Blot, ect.). Used molecular biology techniques including DNA and RNA extractions and amplification. Acted as lab manager, ordered supplies, and organized the laboratory. Worked with flow-cytometers, spectrophotometers, laminar flow hoods, centrifuges, thermal cycling systems, gene sequencers, incubators, and electrophoresis apparatus for nucleic acid and protein analysis.

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## AWARDS & HONORS

ISU Ten years of Service Certificate, March 2018

ISU Leadership Development Program Certificate, April 2015

ISU Five years of Service Certificate, August 2013

ISU Merit Award, November 2011

ISU Cares "Spot Award" for Customer Service, July 2011

Graduated with highest honors from Montana State University, 2001

Nancy Grant Chamberlain Memorial Scholarship, Montana State University, 1999-2000

Salsbury Scholarship, Montana State University, 1998-1999

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## WORKSHOPS & TRAINING

Difficult Conversations: The Art and Science of Working Together workshop. Kern Beare. Idaho State University, May 5, 2022

Noyce Grant Faculty Focus Group. Josh Pak. Idaho State University, April 8, 2022

Respectful Workplace. Idaho State University, Annually 2013 - 2022.

Statewide Mandatory Cybersecurity Training. KnowBe4.com, Annually 2018-2022.

DubBot Overview and Training. Penny Kronz. DubBot Zoom. June 8, 2020.

Chemical Inventory and Hygiene. Environmental Health and Safety. Idaho State University, September 24, 2019.

OSHA Formaldehyde Training. Environmental Health and Safety. Idaho State University, February 6, 2019.

Content Management System (CMS) Training. Joe Marley and Dave Van Etten. Idaho State University, August 2, 2017.

Web Content Best Practices Training. Emily Frandsen and Ginny Lawrimore. Idaho State University, August 1, 2017.  
Leadership Development Program. Fourteen workshops attended. Idaho State University, Spring 2015.  
Meeting the Challenges of Culturally Mixed Classrooms. Department of English and Philosophy. Idaho State University, September 2014  
Multicultural Relations and Communication. Dr. Karyn Trader-Leigh. International Multiculturalism Institute, September 2014  
ISU Security Awareness Training. Idaho State University, September 2013  
What to Expect in Moodle 2.0. Idaho State University, June 2011  
Introduction to Adobe Presenter. Idaho State University, June 2011  
Customer Service. Idaho State University, June 2008  
Using Moodle. Idaho State University, June 2008

## SERVICES

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Outreach Committee. Idaho State University Department of Biological Sciences. Pocatello, Idaho. August 2022 - present.  
Community Education Website. Idaho State University Department of Biological Sciences. Pocatello, Idaho. May 2020 - present.  
University Program Coordinator Search Committee. Idaho State University Department of Biological Sciences. Pocatello, Idaho. Spring 2020.  
Website Committee. Idaho State University Department of Biological Sciences. Pocatello, Idaho. August 2017-January 2021.  
Official Student Absence Technical Working Group. Idaho State University. Office of the President. October 2019-February 2020.  
High School Bengal Stem Day Volunteer. Idaho State University. Pocatello, Idaho. November 2018.  
Strategic Planning Committee. Idaho State University Department of Biological Sciences. Pocatello, Idaho. Fall 2018.  
Bengal Bus Service Project. Idaho State University Leadership Development Program. Pocatello, Idaho. Spring 2015.  
ISU New Student Orientation Volunteer. Pocatello, Idaho. August 2014.  
Science Trek<sup>TM</sup> Volunteer. Pocatello, Idaho. April 2009, 2010, and 2011.  
Idaho Science and Engineering Festival Volunteer. Pocatello, Idaho. October 2010, March 2013, and April 2014.  
Major/Minors Fair Volunteer. Pocatello, Idaho. September 2010.  
Math Night Volunteer. Jefferson Elementary School, Pocatello, Idaho. January 2009.  
Super Grasshopper Contest Judge. 4H Fair, Bozeman, Montana. July 2006 and 2007.  
Cooley Entomology Club Member. Montana State University, Bozeman, Montana. January 2002- June 2005.  
America Reads Tutor. Bozeman, Montana, August 2000- June 2001.  
Bugfest Volunteer. Montana State University, Bozeman, Montana, May 2000.

## PEER-REVIEWED PUBLICATIONS

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O'Neill, K.M., J.E. Fultz, and M.A. Ivie. Distribution of adult Cerambycidae and Buprestidae (Coleoptera) in a subalpine forest under shelterwood management. *Coleopterist's Bulletin*. 62, (1), 27-36.  
O'Neill, K. M., R. P. O'Neill, S. Blodgett, and J. E. Fultz. 2004. Composition of Pollen Loads of *Megachile rotundata* in Relation to Flower Diversity (Hymenoptera: Megachilidae). *Journal of the Kansas Entomological Society*. 77 (4), 619-625.

## OTHER PUBLICATIONS

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Fultz, J.E., updated tri-annually. *Biology: Human Concerns Laboratory Manual*. ISU Department of Biological Sciences.  
Fultz, J.E., updated tri-annually. *Biology I Laboratory Manual*. ISU Department of Biological Sciences.  
Fultz, J.E., updated bi-annually. *Biology II Laboratory Manual*. ISU Department of Biological Sciences.  
Tharp, C. and J.E. Fultz, 2008, 2017, [Chemicals and Animal Safety. MSU Pesticide Safety Education Program](#).  
Tharp, C. and J.E. Fultz, 2008. [Montana Private Pesticide Certification Manual](#). MSU Pesticide Safety Education Program.  
Fultz, J. E., M. Pokorny, and R. Petroff. 2007. [Forest Pest Control. Montana Department of Agriculture](#).

## **PRESENTATIONS**

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Fultz, J.E. Careers in Entomology for two sections of Amanda Kern's field biology class at Highland High School. Pocatello, Idaho. October 10, 2013.

Fultz, J.E. Arthropods. Tender Loving Care Child Care summer program. Pocatello, Idaho. July 3, 2013.

Fultz, J.E. Arthropods. Adele Presby's 3<sup>rd</sup> grade class at Park Elementary School. Durango, Colorado. May 6, 2011.

Fultz, J.E., K.M. O'Neill, and R.S. Miller. 2007. Effects of Shelterwood Management on Flower-visiting Insects. Pacific Branch Entomological Society of America, National Meeting. March 2007, Portland, Oregon.

Fultz, J.E., and W.T Lanier. 2007. Montana IPM Network Database. March 2007, Pacific Branch Entomological Society of America, National Meeting. March 2007, Portland, Oregon.

Fultz, J.E., K.M. O'Neill, and M. Lavin. Pollen diversity on insects in subalpine Montana, Entomological Society of America, National Meeting. October 2003, Cincinnati, Ohio.

Voyich, J.M., J.E. Fultz, and D.E. Burgess. Trichomonad induction of monocytic inflammation and TNF alpha. American Society of Tropical Medicine and Hygiene, National Meeting, November 2001, Atlanta, Georgia.